



UNITED STATES ENVIRONMENTAL PROTECTION AGENCY  
National Health and Environmental Effects Research Laboratory  
OFFICE OF RESEARCH AND DEVELOPMENT

DATE: June 22, 2015

SUBJECT: Request for Approval to Engage in Outside Employment\*  
or Other Outside Activity

FROM: (b) (6) Ph.D. (b) (6) 6/22/15  
Director, Toxicity Assessment Division, NHEERL

TO: William Benson  
DEO for NHEERL

THROUGH: Ronald Hines (MD-B305-02)  
Associate Director for Health, NHEERL

*[Handwritten signature]* 6/22/2015

As required by C.F.R. Title 5 Chapter LIV Part 6401.103, I am requesting your approval to participate in the outside employment/activity described below. I understand that this approval must be obtained in advance of initiating or committing to the performance of this activity and is approved only as specified in the information given below or for a period of five years.

Approval shall be granted in writing and only upon a determination that the outside employment is not expected to involve conduct prohibited by statute or Federal regulation, including 5 CFR part 2635 and § 6401.102.

- 1) Employee's name, title and grade:  
(b) (6) Director, Toxicity Assessment Division, NHEERL. Title 42
- 2) Nature of the outside activity, including a full description of the services to be performed and the amount of compensation to be expected\*\*: Serve as Adjunct Professor in the College of Veterinary Medicine at North Carolina State University, Raleigh, NC. Services may include giving occasional lectures in toxicology, serving on graduate students thesis committees and participating in curriculum planning meetings
- 3) The name and business of the person or organization for which the work will be done (in cases of self-employment, indicate the types of services to be rendered and estimate the number of clients or customers anticipated during the next 6 months):  
**College of Veterinary Medicine  
North Carolina State University  
Raleigh, NC**

4) The estimated time (hours/days) to be devoted to the activity (indicate exact dates if known): **Approximately 4 hours per year**

5) Whether the service will be performed entirely outside of normal duty hours (yes or no) (if no, estimate the number of hours of absence from work required; if leave is requested, please provide a copy of approved SF-71):

**No, up to 4 hours per year of normal duty hours will be used**

6) The basis for compensation (e.g., fee, per hour, per diem, per annum, etc.):

**No compensation will be received.**

7) Identification of any assistance agreements or contracts held by the person to or for whom services will be provided. (Must be answered—if not known by employee, please state so; if agreements or contracts are known, indicate the employee's involvement, if any.): **None that I am aware of.**

\* Employment means any form of non-Federal employment, business relationship, or activity involving the provision of personal services by the employee, whether or not for compensation. It includes but is not limited to personal services as an officer, director, employee, agent, attorney, consultant, contractor, general partner, trustee, teacher or speaker. It includes writing when done under an arrangement with another person for production or publication of the written product. It does not, however, include participation in the activities of a nonprofit charitable, religious, professional, social, fraternal, educational, recreational, public service, or civic organization, unless activities are for compensation other than reimbursement for expenses.

\*\*Compensation includes any form of consideration, remuneration or income, including royalties, given for or in connection with employee's speaking or writing activities. Unless accepted under specific statutory authority, such as 31 U.S.C. 1353, 5 U.S.C. 4111 or 7342, or an agency gift acceptance statute, it includes transportation, lodging and meals, whether provided in kind, by purchase of a ticket, by payment, in advance or by reimbursement after the expense has been incurred.

#### 1) EMPLOYEE CERTIFICATION

a) I certify that the information contained in this request is complete and accurate and that I have provided all the information pertinent for the Deputy Ethics Official to make an informed decision on this matter.

b) I certify that I have read, am familiar with, and will abide by the restrictions described in 5 C.F.R. parts 2635 and § 6401;

c) I certify that no official duty time or Government property, resources, or facilities not available to the general public will be used in connection with this outside employment/activity (unless otherwise stated above.)

d) I certify that if there is a change in the scope of the duties or services performed or the nature of my business, I will submit a revised request for approval.

e) I certify that I will not represent EPA nor will I use my official EPA title, except as in a list of biographical information, in which case my EPA title is given no more prominence than other significant biological details.

For teaching, speaking or writing, also include the following certifications:

f) I certify that the invitation to engage in this activity was extended to me primarily because of my expertise in this particular subject matter and not because of my official position.

g) I certify that the invitation to engage in this activity or the offer of compensation was not extended to me, directly or indirectly, by a person who has interests that may be affected substantially by the performance or non-performance of my duties.

h) I certify that the information conveyed through this activity does not draw substantially on ideas or official data that are nonpublic information; the subject does not deal in significant part with any matter to which I am currently assigned (working on as an EPA employee) or have been assigned during the previous one-year period or any ongoing or announced policy, program, or operation of the agency.

i) I certify that I will not use or permit the use of my official title or position to identify me in connection with this activity or to promote any book, seminar, course, program or similar undertaking except as one of several biographical details in connection with an article published in a scientific or professional journal, provided that the title or position is accompanied by a reasonably prominent disclaimer indicating that the views expressed do not necessarily represent the views of the agency or the US.

(b) (6)

Employee \_\_\_\_\_ Date 6/22/15  
(b) (6) \_\_\_\_\_ ent Division

DEPUTY ETHICS OFFICIAL APPROVAL

APPROVAL William A. Gann 7.01.15  
Date

DISAPPROVAL \_\_\_\_\_  
Date



UNITED STATES ENVIRONMENTAL PROTECTION AGENCY  
National Health and Environmental Effects Research Laboratory  
OFFICE OF RESEARCH AND DEVELOPMENT

DATE: June 22, 2015

SUBJECT: Request for Approval to Engage in Outside Employment\*  
or Other Outside Activity

FROM: (b) (6) Ph.D. (b) (6) 6/22/15  
Director, Toxicity Division, NHEERL

THROUGH: Ronald Hines, Ph.D. (MD-B305-02)  
Associate Director for Health, NHEERL

TO: William H. Benson, Ph.D.  
DEO for NHEERL

As required by C.F.R. Title 5 Chapter LIV Part 6401.103, I am requesting your approval to participate in the outside employment/activity described below. I understand that this approval must be obtained in advance of initiating or committing to the performance of this activity and is approved only as specified in the information given below or for a period of five years.

Approval shall be granted in writing and only upon a determination that the outside employment is not expected to involve conduct prohibited by statute or Federal regulation, including 5 CFR part 2635 and § 6401.102.

1) Employee's name, title and grade:

(b) (6) Director, Toxicity Assessment Division, NHEERL. Title 42

- 2) Nature of the outside activity, including a full description of the services to be performed and the amount of compensation to be expected\*\*: Serve as Graduate Faculty Affiliate, Curriculum in Toxicology, University of North Carolina, Chapel Hill, NC. Services include leading a five-lecture section on reproductive toxicology and giving one of the lectures for a graduate toxicology course; serving on graduate students thesis committees and participating in curriculum planning meetings.
- 3) The name and business of the person or organization for which the work will be done (in cases of self-employment, indicate the types of services to be rendered and estimate the number of clients or customers anticipated during the next 6 months):

Curriculum in Toxicology  
University of North Carolina  
Chapel Hill, NC



- 4) The estimated time (hours/days) to be devoted to the activity (indicate exact dates if known):

**Approximately 8 hours per year.**

- 5) Whether the service will be performed entirely outside of normal duty hours (yes or no) (if no, estimate the number of hours of absence from work required; if leave is requested, please provide a copy of approved SF-71):

**No, up to 8 hours per year of normal duty hours will be used.**

- 6) The basis for compensation (e.g., fee, per hour, per diem, per annum, etc.):

**No compensation will be received.**

- 7) Identification of any assistance agreements or contracts held by the person to or for whom services will be provided. (Must be answered-if not known by employee, please state so;)f agreements or contracts are known, indicate the employee's involvement, if any.):

**EPA has a cooperative training agreement (CR-83515201) with the UNC Curriculum in toxicology that expires at the end of December 2015. The employee was not involved in the award or execution of this agreement and derives no benefit from it.**

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\*\*Compensation includes any form of consideration, remuneration or income, including royalties, given for or in connection with employee's speaking or writing activities. Unless accepted under specific statutory authority, such as 31 U.S.C. 1353, 5 U.S.C. 4111 or 7342, or an agency gift acceptance statute, it includes transportation, lodging and meals, whether provided in kind, by purchase of a ticket, by payment, in advance or by reimbursement after the expense has been incurred.

## **I) EMPLOYEE CERTIFICATION**

a) I certify that the information contained in this request is complete and accurate and that I have provided all the information pertinent for the Deputy Ethics Official to make an informed decision on this matter.

b) I certify that I have read, am familiar with, and will abide by the restrictions described in 5 C.F.R. parts 2635 and § 6401;

c) I certify that no official duty time or Government property, resources, or facilities not available to the general public will be used in connection with this outside employment/activity (unless otherwise stated above.)

d) I certify that if there is a change in the scope of the duties or services performed or the nature of my business, I will submit a revised request for approval.

e) I certify that I will not represent EPA nor will I use my official EPA title, except as in a list of biographical information, in which case my EPA title is given no more prominence than other significant biological details.

For teaching, speaking or writing, also include the following certifications:

- f) I certify that the invitation to engage in this activity was extended to me primarily because of my expertise in this particular subject matter and not because of my official position.
- g) I certify that the invitation to engage in this activity or the offer of compensation was not extended to me, directly or indirectly, by a person who has interests that may be affected substantially by the performance or non-performance of my duties.
- h) I certify that the information conveyed through this activity does not draw substantially on ideas or official data that are nonpublic information; the subject does not deal in significant part with any matter to which I am currently assigned (working on as an EPA employee) or have been assigned during the previous one-year period or any ongoing or announced policy, program, or operation of the agency.
- i) I certify that I will not use or permit the use of my official title or position to identify me in connection with this activity or to promote any book, seminar, course, program or similar undertaking except as one of several biographical details in connection with an article published in a scientific or professional journal, provided that the title or position is accompanied by a reasonably prominent disclaimer indicating that the views expressed do not necessarily represent the views of the agency or the US.

(b) (6)

Employee \_\_\_\_\_ Date 6/22/15

(b) (6) Assessment Division

DEPUTY ETHICS OFFICIAL APPROVAL

APPROVAL William H. Bunn 7.01.15

Date

DISAPPROVAL \_\_\_\_\_

Date



UNITED STATES ENVIRONMENTAL PROTECTION AGENCY  
National Health and Environmental Effects Research Laboratory  
OFFICE OF RESEARCH AND DEVELOPMENT

DATE: June 22, 2015

SUBJECT: Request for Approval to Engage in Outside Employment\* or Other Outside Activity

FROM: (b) (6) Ph.D. (b) (6) 6/22/15  
Director, Toxicity Division, NHEERL

THROUGH: Ronald Hines, Ph.D. (MD-B305-02)  
Associate Director for Health, NHEERL

TO: William H. Benson, Ph.D.  
DEO for NHEERL

As required by C.F.R. Title 5 Chapter LIV Part 6401.103, I am requesting your approval to participate in the outside employment/activity described below. I understand that this approval must be obtained in advance of initiating or committing to the performance of this activity and is approved only as specified in the information given below or for a period of five years.

Approval shall be granted in writing and only upon a determination that the outside employment is not expected to involve conduct prohibited by statute or Federal regulation, including 5 CFR part 2635 and § 6401.102.

- 1) Employee's name, title and grade:

(b) (6) Director, Toxicity Assessment Division, NHEERL. Title 42

- 2) Nature of the outside activity, including a full description of the services to be performed and the amount of compensation to be expected\*\*:

Serve once per year as Chair of the Environmental Exposures, Toxicology, & Pathology Study Section for the California Tobacco-Related Disease Research Program (TRDRP). I will chair a review session for grant applications from researchers in the State of California for funding through TRDRP. The TRDRP is administered through the Office of the President, University of California (UCOP). Either I will chair the meeting from UCOP in Oakland, CA and the review panelists will participate via videoconference, or we will have a face-to-face meeting in the San Francisco area. Airfare, local transportation, two nights lodging and per diem will be covered by UCOP. An honorarium of (b) (6) per meeting is included.

- 3) The name and business of the person or organization for which the work will be done (in cases of self-employment, indicate the types of services to be rendered and estimate the number of clients or customers anticipated during the next 6 months):

**University of California Office of the  
President 300 Lakeside Drive  
Oakland, CA 94612**

- 4) The estimated time (hours/days) to be devoted to the activity (indicate exact dates if known):

**Two full days annually for the meeting plus travel.**

- 5) Whether the service will be performed entirely outside of normal duty hours (yes or no) (if no, estimate the number of hours of absence from work required; if leave is requested, please provide a copy of approved SF-71):

**Duties will be performed entirely while on annual leave.**

- 6) The basis for compensation (e.g., fee, per hour, per diem, per annum, etc.):

**Travel, lodging, meals and honorarium.**

- 7) Identification of any assistance agreements or contracts held by the person to or for whom services will be provided. (Must be answered-if not known by employee, please state so; if agreements or contracts are known, indicate the employee's involvement, if any.):

**None.**

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• Compensation includes any form of consideration, remuneration or income, including royalties, given for or in connection with employee's speaking or writing activities. Unless accepted under specific statutory authority, such as 31 U.S.C. 1353, 5 U.S.C. 4111 or 7342, or an agency gift acceptance statute, it includes transportation, lodging and meals, whether provided in kind, by purchase of a ticket, by payment, in advance or by reimbursement after the expense has been incurred.

## **I) EMPLOYEE CERTIFICATION**

a) I certify that the information contained in this request is complete and accurate and that I have provided all the information pertinent for the Deputy Ethics Official to make an informed decision on this matter.

b) I certify that I have read, am familiar with, and will abide by the restrictions described in 5 C.F.R. parts 2635 and § 6401;

c) I certify that no official duty time or Government property, resources, or facilities not available to the general public will be used in connection with this outside employment/activity (unless otherwise stated above.)

d) I certify that if there is a change in the scope of the duties or services performed or the nature of my business, I will submit a revised request for approval.

e) I certify that I will not represent EPA nor will I use my official EPA title, except as in a list of biographical information, in which case my EPA title is given no more prominence than other significant biological details.

For teaching, speaking or writing, also include the following certifications:

f) I certify that the invitation to engage in this activity was extended to me primarily because of my expertise in this particular subject matter and not because of my official position.

g) I certify that the invitation to engage in this activity or the offer of compensation was not extended to me, directly or indirectly, by a person who has interests that may be affected substantially by the performance or non-performance of my duties.

h) I certify that the information conveyed through this activity does not draw substantially on ideas or official data that are nonpublic information; the subject does not deal in significant part with any matter to which I am currently assigned (working on as an EPA employee) or have been assigned during the previous one-year period or any ongoing or announced policy, program, or operation of the agency.

i) I certify that I will not use or permit the use of my official title or position to identify me in connection with this activity or to promote any book, seminar, course, program or similar undertaking except as one of several biographical details in connection with an article published in a scientific or professional journal, provided that the title or position is accompanied by a reasonably prominent disclaimer indicating that the views expressed do not necessarily represent the views of the agency or the US.

(b) (6)  
Employ \_\_\_\_\_  
(b) (6) Date 6/22/15  
ment Division

DEPUTY ETHICS OFFICIAL APPROVAL

APPROVAL William A. Gann 7.01.15  
Date

DISAPPROVAL \_\_\_\_\_  
Date





UNITED STATES ENVIRONMENTAL PROTECTION AGENCY  
National Health and Environmental Effects Research Laboratory  
Toxicology Assessment Division  
Research Triangle Park, NC 27711

OFFICE OF  
RESEARCH AND DEVELOPMENT

September 6, 2017

MEMORANDUM

**SUBJECT:** Request for Approval to Engage in Outside Employment\*  
or Other Outside (b) (6)

**FROM:** (b) (6)  
Director, Toxicity (b) (6) sion

**THROUGH:** Ronald N. Hines  
Associate Director for Health, NHEERL

**TO:** William H. Benson  
Deputy Ethics Official for NHEERL (b05-01)

As required by C.F.R. Title 5 Chapter LIV Part 6401.103, I am requesting your approval to participate in the outside employment/activity described below. I understand that this approval must be obtained in advance of initiating or committing to the performance of this activity and is approved only as specified in the information given below or for a period of five years.

Approval shall be granted in writing and only upon a determination that the outside employment is not expected to involve conduct prohibited by statute or Federal regulation, including 5 CFR part 2635 and 6401.102.

- 1) Employee's name: (b) (6)  
Title and grade: **Supervisory Biologist, AD-0401-00 (Title 42)**

2) Nature of the outside activity, including a full description of the services to be performed and the amount of compensation to be expected\*\*. **Serve as the Section Editor for section B of Birth Defects Research, published by Wiley Periodicals. I will receive contributions from authors, have them reviewed by science peers, and make recommendations to the publisher as to their suitability for publication. There is an annual honorarium of (b) (6) to be used in support of fulfilling editorial responsibilities.**

- 3) The name and business of the person or organization for which the

work will be done: **Wiley Periodicals, the publisher of the journal.**

(in cases of self-employment, indicate the types of services to be rendered and estimate the number of clients or customers anticipated during the next 6 months): **N/A**

4) The estimated time (hours/days) to be devoted to the activity; (Please indicate **exact dates** if known.). **This initial appointment will be for three (3) years. Editorial duties are expected to take from 3-6 hours per week throughout the year.**

5) Whether the service will be performed entirely outside of normal duty hours (yes or no) **yes**  
(if no, estimate the number of hours of absence from work required; if leave is requested, please provide a copy of approved SF-71)

6) The basis for compensation (e.g., fee, per hour, per diem, per annum, etc.):  
**Per annum.**

7) Identification of any assistance agreements or contracts held by the person to or for whom services will be provided. (Must be answered, if not known by employee, please state so; if agreements or contracts are known, indicate the employee's involvement, if any.) **None**

\* Employment means any form of non-Federal employment, business relationship, or activity involving the provision of personal services by the employee, whether or not for compensation. It includes but is not limited to personal services as an **officer, director, employee, agent, attorney, consultant, contractor, general partner, trustee, teacher or speaker**. It includes writing when done under an arrangement with another person for production or publication of the written product. It does not, however, include participation in the activities of a nonprofit charitable, religious, professional, social, fraternal, educational, recreational, public service, or civic organization, unless activities are for compensation other than reimbursement for expenses.

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1)

### EMPLOYEE CERTIFICATION

a) I certify that the information contained in this request is complete and accurate and that I have provided all the information pertinent for the Deputy Ethics Official to make an informed decision on this matter.

b) I certify that I have read, am familiar with, and will abide by the restrictions described in 5 C.F.R. parts 2635 and 16401;

c) I certify that no official duty time or Government property, resources, or facilities not available to the general public will be used in connection with this outside employment/activity (unless otherwise stated above.)

d) I certify that if there is a change in the scope of the duties or services performed or the nature of my business, I will submit a revised request for approval.

e) I certify that I will not represent EPA nor will I use my official EPA title, except as in a list of biographical information, in which case my EPA title is given no more prominence than other significant biographical details.

#### For teaching, speaking or writing, also include the following certifications:

f) I certify that the invitation to engage in this activity was extended to me primarily because of my expertise in this particular subject matter and *not because of my official position*.

g) I certify that the invitation to engage in this activity or the offer of compensation was *not* extended to me, directly or indirectly, by a person who has interests that may be affected substantially by the performance or non-performance of my duties.

h) I certify that the information conveyed through this activity does not draw substantially on ideas or official data that are nonpublic information; the subject does not deal in significant part with any matter to which I am currently assigned (working on as an EPA employee) or have been assigned during the previous one-year period or any ongoing or announced policy, program, or operation of the agency.

i) I certify that I will not use or permit the use of my official title or position to identify me in connection with this activity or to promote any book, seminar, course, program or similar undertaking except as one of several biographical details in connection with an article published in a scientific or professional journal, provided that the title or position is accompanied by a reasonably prominent disclaimer indicating that the views expressed do not necessarily represent the views of the agency or the US.

(b) (6)

Sept. 6, 2017  
Date

2)

### DEPUTY ETHICS OFFICIAL APPROVAL

APPROVED:

William H. Beun

DATE:

9.19.17

DISAPPROVED:

\_\_\_\_\_

DATE:

\_\_\_\_\_





UNITED STATES ENVIRONMENTAL PROTECTION AGENCY  
NATIONAL HEALTH AND ENVIRONMENTAL EFFECTS  
RESEARCH LABORATORY  
WESTERN ECOLOGY DIVISION  
200 S.W. 35TH STREET, CORVALLIS, OR. 97333

OFFICE OF  
RESEARCH AND DEVELOPMENT

DATE: Jan 29, 2016

SUBJECT: Request for Approval to Engage in Outside Employment\* or Other Outside Activity

FROM: (b) (6) *Research Physical Scientist*  
*Freshwater Ecology Branch*

THRU: *Paul Ringold, Chief*  
*Freshwater Ecology Branch*

TO: Tony Olsen, PhD  
Deputy Ethics Official

As required by Title 5 Chapter LIV Part 6401.103, I am requesting your approval to participate in the outside employment/activity described below. I understand that this approval must be obtained in advance of initiating or committing to the performance of this activity and is approved only as specified in the information given below.

Approval shall be granted in writing and only upon a determination that the outside employment is not expected to involve conduct prohibited by statute or Federal regulation, including 5 CFR part 2635 and SS 6401.102.

- 1) Employee's name, title and grade:

(b) (6) *Research Physical Scientist, GS-15*

- 2) Nature of the outside activity, including a full description of the services to be performed and the amount of compensation\*\* to be expected

*Adjunct Appointments as Associate Professor in Oregon State University's Department of Fisheries and Wildlife and the Water Resources Graduate Program within the Biological & Ecological Engineering Department. Services performed include:*

- a) consultation with students and faculty concerning research and academic coursework*
- b) service on graduate student thesis committees*
- c) reviewing research proposals and graduate dissertations*
- d) advising students and guiding their research*
- e) occasional teaching or service on departmental committees*

- 3) The name and business of the person or organization for which the work will be done (in cases of self-employment, indicate the types of services to be rendered and estimate the number of clients or customers anticipated during the next 6 months):

*Oregon State University:  
Department of Fisheries and Wildlife  
Biological & Ecological Engineering Department -- Water Resources Graduate Program*

- 4) The estimated time to be devoted to the activity:  
Specify the end date of this activity (may not exceed five years):

*Estimated time required is approximately 0.05 FTE from Jan 31, 2016 to Jan 31, 2021.*

- 5) Whether the service will be performed entirely outside of normal duty hours (if not, estimate the number of hours of absence from work required; if annual leave is requested, please provide a copy of approved SF-71):

*Service will be performed during normal duty hours, and virtually no time absent from work.*

- 6) The basis for compensation (e.g., fee, per diem, per annum, etc.):

*NOT APPLICABLE --- no compensation provided*

- 7) Identification of any assistance agreements or contracts held by the person to or for whom services will be provided:

*NONE*

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## EMPLOYEE CERTIFICATION

- a) I certify that the information contained in this request is complete and accurate and that I have provided all the information pertinent for the Deputy Ethics Official to make an informed decision on this matter.
- b) I certify that I have read, am familiar with, and will abide by the restrictions described in 5 C.F.R. part 2635 and § 6401.102;
- c) I certify that no official duty time or Government property, resources, or facilities not available to the general public will be used in connection with this outside employment/activity.
- d) I certify that if there is a change in the scope of the duties or services performed or the nature of my business, I will submit a revised request for approval.
- e) I certify that I will not represent EPA nor will I use my official EPA title, except as in a list of biographical information, in which case my EPA title is given no more prominence than other significant biographical details.

For teaching, speaking or writing, also include the following certifications:

- f) I certify that the invitation to engage in this activity was extended to me primarily because of my expertise in this particular subject matter and *not because of my official position*.
- g) I certify that the invitation to engage in this activity or the offer of compensation was *not* extended to me, directly or indirectly, by a person who has interests that may be affected substantially by the performance or non-performance of my duties.
- h) I certify that the information conveyed through this activity does not draw substantially on ideas or official data that are nonpublic information; the subject does not deal in significant part with any matter to which I am currently assigned (working on as an EPA employee) or have been assigned during the previous one-year period or any ongoing or announced policy, program, or operation of the agency.
- i) I certify that I will not use or permit the use of my official title or position to identify me in connection with this activity or to promote any book, seminar, course, program or similar undertaking except as one of several biographical details in connection with an article published in a scientific or professional journal, provided that the title or position is accompanied by a reasonably prominent disclaimer

(b) (6)

to not necessarily represent the views of the agency or the US.

1/29/2016  
Date

## SUPERVISOR CERTIFICATION

I certify that, in accordance with current guidance from the EPA Office of General Counsel, I have reviewed the resource requirements for this activity and that use of official time is justified and in the best interests of the Environmental Protection Agency. Participation in this activity has been added to the employee's performance plan.

Supervisor's Signature

Date

## DEPUTY ETHICS OFFICIAL APPROVAL

CONCUR ☒ NON-CONCUR ☐

APPROVED ☒ DISAPPROVED ☐

Thomas Connolly  
WED Ethics Advisor

Date

Tony Olson, PhD  
WED Deputy Ethics Official

Date



UNITED STATES ENVIRONMENTAL PROTECTION AGENCY  
NATIONAL HEALTH AND ENVIRONMENTAL EFFECTS  
RESEARCH LABORATORY  
109 T.W. Alexander Drive, RTP, NC. 27711

OFFICE OF  
RESEARCH AND DEVELOPMENT

DATE: March 13, 2017

SUBJECT: Request for Approval to Engage in Outside Employment\* or Other Outside Activity

FROM: (b) (6)  
Assistant Laboratory Director, NHEERL

THRU: Kathryn Saterson  
Acting Director Research Planning and Coordination Staff  
NHEERL

TO: William H. Benson  
Deputy Ethics Official

As required by Title 5 Chapter LIV Part 6401.103, I am requesting your approval to participate in the outside employment/activity described below. I understand that this approval must be obtained in advance of initiating or committing to the performance of this activity and is approved only as specified in the information given below.

Approval shall be granted in writing and only upon a determination that the outside employment is not expected to involve conduct prohibited by statute or Federal regulation, including 5 CFR part 2635 and SS 6401.102.

- 1) Employee's name, title and grade:

(b) (6) Associate Laboratory Director, GS-15

- 2) Nature of the outside activity, including a full description of the services to be performed and the amount of compensation\*\* to be expected:

I have been elected as a Secretary for the International Society of Exposure Science. In this position, I will make arrangements for Board Meetings and General Membership Business Meetings. At meetings of the Board, I will report on action items and receive and forward reports to and from committees including status reports. I will provide support to the Society to achieve its mission of "Creating a Safer and Healthier World by Advancing the Science of Exposure". The Society is governed by a board that includes an Executive Board (President, Treasurer, Secretary, and President-Elect) along with 12 Councilors (government, academic, private industry). All members of the Board serve as volunteers. The Executive Board meets monthly via conference call for 60 min and the entire board (Executive Board plus Councilors) also meeting monthly via conference call for 60 minutes. There is one face-to-face meeting that occurs at the annual meeting (usually on Sunday afternoon before the annual meeting's opening reception. There is no compensation.

- 3) The name and business of the person or organization for which the work will be done (in cases of self-employment, indicate the types of services to be rendered and estimate the number of clients or customers anticipated during the next 6 months):

**The International Society of Exposure Science.  
This is a non-profit professional society**

- 4) The estimated time to be devoted to the activity:**

**4 hours/month for my 2 year term**

- 5) Whether the service will be performed entirely outside of normal duty hours (if not, estimate the number of hours of absence from work required; if annual leave is requested, please provide a copy of approved SF-71):**

**Monthly conference calls will occur during normal business hours. I expect to spend another 2 hours/month preparing for the monthly conference calls (follow-up on action items). Preparation times will not occur during normal business hours. I will conduct this business on weekends or in the evening.**

- 6) The basis for compensation (e.g., fee, per diem, per annum, etc.):**

**There is no compensation.**

- 7) Identification of any assistance agreements or contracts held by the person to or for whom services will be provided:**

**None currently exists; however, EPA/ORD/NERL may receive a funding request to support the 2017 annual meeting in RTP.**

**\* Employment means any form of non-Federal employment, business relationship, or activity involving the provision of personal services by the employee, whether or not for compensation. It includes but is not limited to personal services as an officer, director, employee, agent, attorney, consultant, contractor, general partner, trustee, teacher or speaker. It includes writing when done under an arrangement with another person for production or publication of the written product. It does not, however, include participation in the activities of a nonprofit charitable, religious, professional, social, fraternal, educational, recreational, public service, or civic organization, unless activities are for compensation other than reimbursement for expenses.**

**\*\*Compensation includes any form of consideration, remuneration or income, including royalties, given for or in connection with employee's speaking or writing activities. Unless accepted under specific statutory authority, such as 31 U.S.C. 1353, 5 U.S.C. 4111 or 7342, or an agency gift acceptance statute, it includes transportation, lodging and meals, whether provided in kind, by purchase of a ticket, by payment, in advance or by reimbursement after the expense has been incurred.**

### EMPLOYEE CERTIFICATION

- a) I certify that the information contained in this request is complete and accurate and that I have provided all the information pertinent for the Deputy Ethics Official to make an informed decision on this matter.
- b) I certify that I have read, am familiar with, and will abide by the restrictions described in 5 C.F.R. part 2635 and § 6401.102;
- c) I certify that no official duty time or Government property, resources, or facilities not available to the general public will be used in connection with this outside employment/activity.
- d) I certify that if there is a change in the scope of the duties or services performed or the nature of my business, I will submit a revised request for approval.
- e) I certify that I will not represent EPA nor will I use my official EPA title, except as in a list of biographical information, in which case my EPA title is given no more prominence than other significant biological details.

For teaching, speaking or writing, also include the following certifications:

- f) I certify that the invitation to engage in this activity was extended to me primarily because of my expertise in this particular subject matter and *not because of my official position*.
- g) I certify that the invitation to engage in this activity or the offer of compensation was *not* extended to me, directly or indirectly, by a person who has interests that may be affected substantially by the performance or non-performance of my duties.
- h) I certify that the information conveyed through this activity does not draw substantially on ideas or official data that are nonpublic information; the subject does not deal in significant part with any matter to which I am currently assigned (working on as an EPA employee) or have been assigned during the previous one-year period or any ongoing or announced policy, program, or operation of the agency.
- i) I certify that I will not use or permit the use of my official title or position to identify me in connection with this activity or to promote any book, seminar, course, program or similar undertaking except as one of several biographical details in connection with an article published in a scientific or professional journal, provided that the title or position is accompanied by a reasonably prominent disclaimer indicating that the views expressed do not necessarily represent the views of the agency or the US.

(b) (6)

Signature

3/13/17  
Date

### EMPLOYEE SUPERVISOR CERTIFICATION

I certify that, in accordance with current guidance from the EPA Office of General Counsel, I have reviewed the resource requirements for this activity and that use of official time is justified and in the best interests of the Environmental Protection Agency. Participation in this activity has been added to the employee's performance plan.

Kathryn Satorn  
Supervisor's Signature

3/13/2017  
Date

### DEPUTY ETHICS OFFICIAL APPROVAL

CONCUR ☒ NON-CONCUR ☐ APPROVED ☒ DISAPPROVED ☐

William H. Benson 3.16.17  
William Benson Date  
NHEERL Deputy Ethics Official





UNITED STATES ENVIRONMENTAL PROTECTION AGENCY  
NATIONAL HEALTH AND ENVIRONMENTAL EFFECTS  
RESEARCH LABORATORY  
WESTERN ECOLOGY DIVISION  
200 S.W. 35TH STREET, CORVALLIS, OR. 97333

OFFICE OF  
RESEARCH AND DEVELOPMENT

DATE: July 28, 2015

SUBJECT: Request for Approval to Engage in Outside Employment\* or Other Outside Activity

FROM: (b) (6) Life Scientist, WED Director's Office

TO: Tony Olsen, PhD  
Deputy Ethics Official

As required by Title 5 Chapter LIV Part 6401.103, I am requesting your approval to participate in the outside employment/activity described below. I understand that this approval must be obtained in advance of initiating or committing to the performance of this activity and is approved only as specified in the information given below.

Approval shall be granted in writing and only upon a determination that the outside employment is not expected to involve conduct prohibited by statute or Federal regulation, including 5 CFR part 2635 and SS 6401.102.

- 1) Employee's name, title and grade: (b) (6) Life Scientist, GS 15/10
- 2) Nature of the outside activity, including a full description of the services to be performed and the amount of compensation\*\* to be expected:  
Participate in teaching a course in Marine Conservation to be held at the Husö Biological Station, Åland, Finland the week of September 28-Oct. 4. The exact number of teaching days are still to be determined. Faculty will include a number of European scientists in the field. The course is being taught under the auspices of the Åbo Akademi University, Turku, Finland. The university will cover cost of travel and accommodation during the course at the field station, but will not provide salary or honorarium.
- 3) The name and business of the person or organization for which the work will be done (in cases of self-employment, indicate the types of services to be rendered and estimate the number of clients or customers anticipated during the next 6 months):  
Åbo Akademi University, Turku, Finland.
- 4) The estimated time to be devoted to the activity:  
Specify the end date of this activity (may not exceed five years):  
September 28-Oct. 4, 2015
- 5) Whether the service will be performed entirely outside of normal duty hours (if not, estimate the number of hours of absence from work required; if annual leave is requested, please provide a copy of approved SF-71):  
Annual leave will be requested for the time period covering travel and teaching, as well as additional vacation time. Some preparation time during duty hours to review literature is requested, in that the literature review will also be relevant to EPA duties.
- 6) The basis for compensation (e.g., fee, per diem, per annum, etc.):  
Reimbursement for travel costs, accommodations in kind at the field station during the course.



### EMPLOYEE CERTIFICATION

- a) I certify that the information contained in this request is complete and accurate and that I have provided all the information pertinent for the Deputy Ethics Official to make an informed decision on this matter.
- b) I certify that I have read, am familiar with, and will abide by the restrictions described in 5 C.F.R. part 2635 and § 6401.102;
- c) I certify that no official duty time or Government property, resources, or facilities not available to the general public will be used in connection with this outside employment/activity.
- d) I certify that if there is a change in the scope of the duties or services performed or the nature of my business, I will submit a revised request for approval.
- e) I certify that I will not represent EPA nor will I use my official EPA title, except as in a list of biographical information, in which case my EPA title is given no more prominence than other significant biographical details.

For teaching, speaking or writing, also include the following certifications:

- f) I certify that the invitation to engage in this activity was extended to me primarily because of my expertise in this particular subject matter and *not because of my official position*.
- g) I certify that the invitation to engage in this activity or the offer of compensation was *not* extended to me, directly or indirectly, by a person who has interests that may be affected substantially by the performance or non-performance of my duties.
- h) I certify that the information conveyed through this activity does not draw substantially on ideas or official data that are nonpublic information; the subject does not deal in significant part with any matter to which I am currently assigned (working on as an EPA employee) or have been assigned during the previous one-year period or any ongoing or announced policy, program, or operation of the agency.
- i) I certify that I will not use or permit the use of my official title or position to identify me in connection with this activity or to promote any book, seminar, course, program or similar undertaking except as one of several biographical details in connection with an article published in a scientific or professional journal, provided that the title or position is accompanied by a reasonably prominent disclaimer indicating that the views expressed do not necessarily represent the views of the agency or the US.

Em

Date

### EMPLOYEE SUPERVISOR CERTIFICATION

I certify that, in accordance with current guidance from the EPA Office of General Counsel, I have reviewed the resource requirements for this activity and that use of official time is justified and in the best interests of the Environmental Protection Agency. Participation in this activity has been added to the employee's performance plan.

Supervisor's Signature

Date

### DEPUTY ETHICS OFFICIAL APPROVAL

CONCUR

NON-CONCUR

APPROVED ☒

DISAPPROVED

Thomas Connolly  
WED Ethics Advisor

Date

Tony Olsen, PhD  
WED Deputy Ethics Official

Date



UNITED STATES ENVIRONMENTAL PROTECTION AGENCY  
NATIONAL HEALTH AND ENVIRONMENTAL EFFECTS  
RESEARCH LABORATORY  
WESTERN ECOLOGY DIVISION  
200 S.W. 35TH STREET, CORVALLIS, OR. 97333

OFFICE OF  
RESEARCH AND DEVELOPMENT

DATE: May 6, 2015

SUBJECT: Request for Approval to Engage in Outside Employment\* or Other Outside Activity

FROM: (b) (6) PhD (b) (6)  
Ecological Effects Branch

THRU: Paul Mayer, PhD  
Ecological Effect Branch *Am*

TO: Tony Olsen, PhD  
Deputy Ethics Official

As required by Title 5 Chapter LIV Part 6401.103, I am requesting your approval to participate in the outside employment/activity described below. I understand that this approval must be obtained in advance of initiating or committing to the performance of this activity and is approved only as specified in the information given below.

Approval shall be granted in writing and only upon a determination that the outside employment is not expected to involve conduct prohibited by statute or Federal regulation, including 5 CFR part 2635 and SS 6401.102.

- 1) Employee's name, title and grade: (b) (6) Research Ecologist, GS 14
- 2) Nature of the outside activity, including a full description of the services to be performed and the amount of compensation\*\* to be expected:

Associate Editor for the Journal Ecotoxicology (From their website "Ecotoxicology is an international journal devoted to presenting fundamental research on the effects of toxic chemicals on populations, communities and terrestrial, freshwater and marine ecosystems. It elucidates mechanisms and processes whereby chemicals exert their effects on ecosystems, and examines the impact caused at the population or community level"  
<http://link.springer.com/journal/10646>).

The primary duty is to evaluate manuscripts assigned to me by journal Editor by overseeing the review process. The work is conducted through an on-line review process. Activities primarily include receipt of manuscripts, selection of reviewers, approval of reviewers' comments, correspondence with author, and submission of a decision to editor concerning suitability of manuscript for publication. This may involve emails, working on websites, and phone calls.

There is no compensation.

- 3) The name and business of the person or organization for which the work will be done.

The journal Ecotoxicology, Springer Publishing US New York

- 4) The estimated time to be devoted to the activity:

Approximately 2 days per month through June 30, 2020

- 5) Whether the service will be performed entirely outside of normal duty hours

Outside of normal duty hours.

- 6) The basis for compensation:

None

- 7) Identification of any assistance agreements or contracts held by the person to or for whom services will be provided:

None

\* Employment means any form of non-Federal employment, business relationship, or activity involving the provision of personal services by the employee, whether or not for compensation. It includes but is not limited to personal services as an officer, director, employee, agent, attorney, consultant, contractor, general partner, trustee, teacher or speaker. It includes writing when done under an arrangement with another person for production or publication of the written product. It does not, however, include participation in the activities of a nonprofit charitable, religious, professional, social, fraternal, educational, recreational, public service, or civic organization, unless activities are for compensation other than reimbursement for expenses.

\*\*Compensation includes any form of consideration, remuneration or income, including royalties, given for or in connection with employee's speaking or writing activities. Unless accepted under specific statutory authority, such as 31 U.S.C. 1353, 5 U.S.C. 4111 or 7342, or an agency gift acceptance statute, it includes transportation, lodging and meals, whether provided in kind, by purchase of a ticket, by payment, in advance or by reimbursement after the expense has been incurred.

## EMPLOYEE CERTIFICATION

- a) I certify that the information contained in this request is complete and accurate and that I have provided all the information pertinent for the Deputy Ethics Official to make an informed decision on this matter.
- b) I certify that I have read, am familiar with, and will abide by the restrictions described in 5 C.F.R. part 2635 and § 6401.102;
- c) I certify that no official duty time or Government property, resources, or facilities not available to the general public will be used in connection with this outside employment/activity.
- d) I certify that if there is a change in the scope of the duties or services performed or the nature of my business, I will submit a revised request for approval.
- e) I certify that I will not represent EPA nor will I use my official EPA title, except as in a list of biographical information, in which case my EPA title is given no more prominence than other significant biographical details.

For teaching, speaking or writing, also include the following certifications:

- f) I certify that the invitation to engage in this activity was extended to me primarily because of my expertise in this particular subject matter and *not because of my official position*.
- g) I certify that the invitation to engage in this activity or the offer of compensation was *not* extended to me, directly or indirectly, by a person who has interests that may be affected substantially by the performance or non-performance of my duties.
- h) I certify that the information conveyed through this activity does not draw substantially on ideas or official data that are nonpublic information; the subject does not deal in significant part with any matter to which I am currently assigned (working on as an EPA employee) or have been assigned during the previous one-year period or any ongoing or announced policy, program, or operation of the agency.
- i) I certify that I will not use or permit the use of my official title or position to identify me in connection with this activity or to promote any book, seminar, course, program or similar undertaking except as one of several biographical details in connection with an article published in a scientific or professional journal, provided that the title or position is accompanied by a reasonably prominent disclaimer indicating that the views expressed do not necessarily represent the views of the agency or the US.

\_\_\_\_\_  
Employee's Signature

\_\_\_\_\_  
Date

## EMPLOYEE SUPERVISOR CERTIFICATION

I certify that, in accordance with current guidance from the EPA Office of General Counsel, I have reviewed the resource requirements for this activity and that use of official time is justified and in the best interests of the Environmental Protection Agency. Participation in this activity has been added to the employee's performance plan.

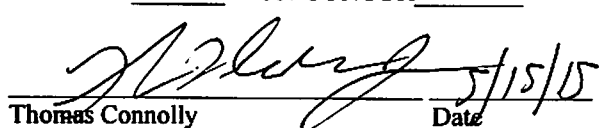
  
\_\_\_\_\_  
Supervisor's Signature

12 May 2015  
\_\_\_\_\_  
Date

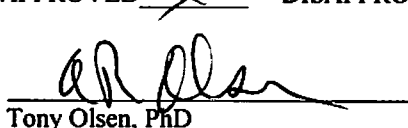
## DEPUTY ETHICS OFFICIAL APPROVAL

CONCUR ☒ NON-CONCUR ☐

APPROVED ☒ DISAPPROVED ☐

  
\_\_\_\_\_  
Thomas Connolly  
WED Ethics Advisor

5/15/15  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Tony Olsen, PhD  
WED Deputy Ethics Official

5/15/15  
\_\_\_\_\_  
Date





UNITED STATES ENVIRONMENTAL PROTECTION AGENCY  
NATIONAL HEALTH AND ENVIRONMENTAL EFFECTS  
RESEARCH LABORATORY  
WESTERN ECOLOGY DIVISION  
200 S.W. 35TH STREET, CORVALLIS, OR. 97333

OFFICE OF  
RESEARCH AND DEVELOPMENT

DATE: May 6, 2015

SUBJECT: Request for Approval to Engage in Outside Employment\* or Other Outside Activity

FROM: (b) (6) PhD (b) (6)  
Ecological Effects Branch

THRU: Paul Mayer, PhD  
Ecological Effect Branch

TO: Tony Olsen, PhD  
Deputy Ethics Official

As required by Title 5 Chapter LIV Part 6401.103, I am requesting your approval to participate in the outside employment/activity described below. I understand that this approval must be obtained in advance of initiating or committing to the performance of this activity and is approved only as specified in the information given below.

Approval shall be granted in writing and only upon a determination that the outside employment is not expected to involve conduct prohibited by statute or Federal regulation, including 5 CFR part 2635 and SS 6401.102.

- 1) Employee's name, title and grade: (b) (6) Research Ecologist, GS 14
- 2) Nature of the outside activity, including a full description of the services to be performed and the amount of compensation\*\* to be expected:

Associate Editor for the Journal Ecotoxicology (From their website "Ecotoxicology is an international journal devoted to presenting fundamental research on the effects of toxic chemicals on populations, communities and terrestrial, freshwater and marine ecosystems. It elucidates mechanisms and processes whereby chemicals exert their effects on ecosystems, and examines the impact caused at the population or community level"  
<http://link.springer.com/journal/10646>).

The primary duty is to evaluate manuscripts assigned to me by journal Editor by overseeing the review process. The work is conducted through an on-line review process. Activities primarily include receipt of manuscripts, selection of reviewers, approval of reviewers' comments, correspondence with author, and submission of a decision to editor concerning suitability of manuscript for publication. This may involve emails, working on websites, and phone calls.

There is no compensation.

- 3) The name and business of the person or organization for which the work will be done.

The journal Ecotoxicology, Springer Publishing US New York



- 4) The estimated time to be devoted to the activity:

Approximately 2 days per month through June 30, 2020

- 5) Whether the service will be performed entirely outside of normal duty hours

Outside of normal duty hours.

- 6) The basis for compensation:

None

- 7) Identification of any assistance agreements or contracts held by the person to or for whom services will be provided:

None

**\* Employment means any form of non-Federal employment, business relationship, or activity involving the provision of personal services by the employee, whether or not for compensation. It includes but is not limited to personal services as an officer, director, employee, agent, attorney, consultant, contractor, general partner, trustee, teacher or speaker. It includes writing when done under an arrangement with another person for production or publication of the written product. It does not, however, include participation in the activities of a nonprofit charitable, religious, professional, social, fraternal, educational, recreational, public service, or civic organization, unless activities are for compensation other than reimbursement for expenses.**

**\*\*Compensation includes any form of consideration, remuneration or income, including royalties, given for or in connection with employee's speaking or writing activities. Unless accepted under specific statutory authority, such as 31 U.S.C. 1353, 5 U.S.C. 4111 or 7342, or an agency gift acceptance statute, it includes transportation, lodging and meals, whether provided in kind, by purchase of a ticket, by payment, in advance or by reimbursement after the expense has been incurred.**

## EMPLOYEE CERTIFICATION

- a) I certify that the information contained in this request is complete and accurate and that I have provided all the information pertinent for the Deputy Ethics Official to make an informed decision on this matter.
- b) I certify that I have read, am familiar with, and will abide by the restrictions described in 5 C.F.R. part 2635 and § 6401.102;
- c) I certify that no official duty time or Government property, resources, or facilities not available to the general public will be used in connection with this outside employment/activity.
- d) I certify that if there is a change in the scope of the duties or services performed or the nature of my business, I will submit a revised request for approval.
- e) I certify that I will not represent EPA nor will I use my official EPA title, except as in a list of biographical information, in which case my EPA title is given no more prominence than other significant biological details.

**For teaching, speaking or writing, also include the following certifications:**

- f) I certify that the invitation to engage in this activity was extended to me primarily because of my expertise in this particular subject matter and *not because of my official position*.
- g) I certify that the invitation to engage in this activity or the offer of compensation was *not* extended to me, directly or indirectly, by a person who has interests that may be affected substantially by the performance or non-performance of my duties.
- h) I certify that the information conveyed through this activity does not draw substantially on ideas or official data that are nonpublic information; the subject does not deal in significant part with any matter to which I am currently assigned (working on as an EPA employee) or have been assigned during the previous one-year period or any ongoing or announced policy, program, or operation of the agency.
- i) I certify that I will not use or permit the use of my official title or position to identify me in connection with this activity or to promote any book, seminar, course, program or similar undertaking except as one of several biographical details in connection with an article published in a scientific or professional journal, provided that the title or position is accompanied by a reasonably prominent disclaimer indicating that the views expressed do not necessarily represent the views of the agency or the US.

\_\_\_\_\_  
Employee's Signature

\_\_\_\_\_  
Date

## EMPLOYEE SUPERVISOR CERTIFICATION

I certify that, in accordance with current guidance from the EPA Office of General Counsel, I have reviewed the resource requirements for this activity and that use of official time is justified and in the best interests of the Environmental Protection Agency. Participation in this activity has been added to the employee's performance plan.


  
\_\_\_\_\_  
Supervisor's Signature

12 May 2015  
\_\_\_\_\_  
Date

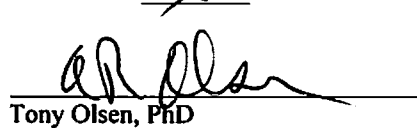
## DEPUTY ETHICS OFFICIAL APPROVAL

CONCUR ☒ NON-CONCUR ☐

APPROVED ☒ DISAPPROVED ☐

  
\_\_\_\_\_  
Thomas Connolly  
WED Ethics Advisor

5/15/15  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Tony Olsen, PhD  
WED Deputy Ethics Official

5/15/15  
\_\_\_\_\_  
Date



UNITED STATES ENVIRONMENTAL PROTECTION AGENCY  
NATIONAL HEALTH AND ENVIRONMENTAL EFFECTS RESEARCH LABORATORY  
Research Triangle Park, NC 27711

OFFICE OF  
RESEARCH AND DEVELOPMENT

February 23, 2017

**MEMORANDUM**

**FROM:**

(b) (6)

Associate Director for Health

(b) (6)

**TO:**

William H. Benson, Ph.D.  
Director

**SUBJECT:** Approval of Activities Outside of Official Responsibilities

I am seeking approval for an activity outside of my official responsibilities as Associate Director for Health, National Health and Environmental Effects Research Laboratory (Supervisory Biologist; GS-0401-00-00). If approved, I understand this agreement will be in effect for a period of 5 years from the date of this memorandum.

In November 2016, I was approached by Norbert Kaminski, Society of Toxicology President, to accept a nomination to stand for election for the position of President of the Society. If elected by the general membership, my term would begin May 1, 2017 and would extend through April 31, 2021. In each successive year of that term, I would serve as Vice President-Elect, Vice President, President and Past President, respectively. The work does not deal in significant part with any EPA program, policy or operations, nor any matter to which I have been assigned during my tenure with EPA. The work also does not relate to, nor does it concern the provision of service to any EPA contractor or subcontractor, any holder of an EPA assistance agreement or sub-agreement or any company that is regulated by my office. If such work does arise, I will recuse myself from that activity. I will not receive any compensation for my role with the Society of Toxicology, although they will reimburse me for travel expenses associated with attending Council Meetings outside of the Annual Meeting. The amount reimbursed will be tracked and will be reported as a gift on my annual OGE-278e filing.

Because of my supervisory role within NHEERL, I will need to recuse myself from approving any Society of Toxicology-related activities requested by members of the NHEERL health directorate, such as traveling to attend the Society's annual meeting. I also understand that I will not be permitted to represent the Society of Toxicology to EPA or any other Federal agency.

Finally, I will minimize any use of EPA resources when conducting activities associated with my role with the Society of Toxicology. Whenever possible, I will conduct Society of Toxicology activities outside of my normal duty hours, a single exception being attending Society Council Meetings which will be done under approved Administrative Leave. I have read and will abide by 5 CFR part 2635 and §6401.103.

Approved: William H. Benson Date: 2.22.17  
William H. Benson, Director, US EPA/ORD/NHEERL

Disapproved: \_\_\_\_\_ Date: \_\_\_\_\_  
William H. Benson, Director, US EPA/ORD/NHEERL




UNITED STATES ENVIRONMENTAL PROTECTION AGENCY  
NATIONAL HEALTH AND ENVIRONMENTAL EFFECTS  
RESEARCH LABORATORY  
WESTERN ECOLOGY DIVISION  
200 S.W. 35TH STREET, CORVALLIS, OR. 97333

OFFICE OF  
RESEARCH AND DEVELOPMENT

DATE: 10/24/14

SUBJECT: Request for Approval to Engage in Outside Employment\* or Other Outside Activity

FROM: (b) (6) PhD, Research Ecologist (b) (6)  
Freshwater Ecology Branch

THRU: Tony Olsen, PhD, Chief   
Freshwater Ecology Branch

TO: Thomas D. Fontaine, PhD  
Deputy Ethics Official

As required by Title 5 Chapter LIV Part 6401.103, I am requesting your approval to participate in the outside employment/activity described below. I understand that this approval must be obtained in advance of initiating or committing to the performance of this activity and is approved only as specified in the information given below. Note that this request is for a two year extension of approval granted on February 13, 2012 for a term ending at the end of 2014.

Approval shall be granted in writing and only upon a determination that the outside employment is not expected to involve conduct prohibited by statute or Federal regulation, including 5 CFR part 2635 and SS 6401.102.

- 1) Employee's name, title and grade: (b) (6) Research Ecologist, GS-14
- 2) Nature of the outside activity, including a full description of the services to be performed and the amount of compensation\*\* to be expected:

*Service as a member of the ESA Public Affairs Committee. The invitation to service on the public affairs committee notes that the work of the committee includes five specific elements:*

- A. *helping ESA's public affairs staff identify newsworthy abstracts in preparation for the annual meeting*
- B. *reviewing and recommending ESA position statements to the elected Governing Board*
- C. *selecting the Opening Plenary Speaker for the annual meeting*
- D. *nominating--for Board approval--a recipient for the Society's Regional Policy Award*
- E. *organizing special sessions focused on sharing ecological information with other communities*



*During ESA annual meetings, while the committee meets refreshments may be provided, and if I am in attendance will be consumed. In addition, the committee meets one other time during the course of the year. ESA will pay for travel and travel expenses during these meetings and is likely to provide refreshments during the meetings. I will follow contemporary branch and ethics direction about how to arrange and account for this travel.*

- 3) The name and business of the person or organization for which the work will be done (in cases of self-employment, indicate the types of services to be rendered and estimate the number of clients or customers anticipated during the next 6 months):

*The Ecological Society of American (ESA) is located at [www.esa.org](http://www.esa.org) or at 1990 M St, NW, Washington, DC 20036. Article 2 of their constitution describes their purpose: "The purpose of this Society shall be (1) to promote ecological science by improving communication among ecologists through publication of journals and holding meetings, (2) to raise the public's level of awareness of the importance of ecological science and ensure the continuing supply of new ecologists through educational and outreach activities, (3) to increase the resources available for the conduct of ecological science through efforts of the membership in both the private and public sectors, and (4) to ensure the appropriate use of ecological science in environmental decision-making by enhancing communication between the ecological community and policy-makers at all levels of government and the private sector."*

- 4) The estimated time to be devoted to the activity:

*The majority of the time devoted will be at the ESA annual meeting and at a committee meeting between ESA annual meetings. Small amounts of additional time will be requested by ESA on an ad hoc basis and provided to the extent practical.*

Specify the end date of this activity (may not exceed five years):

*The end of 2016 would be a two year extension on the original approval for a total of 58 months.*

- 5) Whether the service will be performed entirely outside of normal duty hours (if not, estimate the number of hours of absence from work required; if annual leave is requested, please provide a copy of approved SF-71):

*Incidental amounts of work will be done during normal duty hours using USG equipment – computers, email, phone and inbound mail, but not outbound mail.  
The time requirement during annual meetings, if attended, will be small (less than 4 hours per year), and is likely to be outside of normal duty hours. Accounting for these hours will be done in consultation with branch management at the time of the ESA annual meeting.  
Leave will be requested for participation in the committee meeting not held in conjunction with the ESA annual meeting.*

- 5) The basis for compensation (e.g., fee, per diem, per annum, etc.):

*No compensation other than travel support and refreshments will be provided. These are described in response to question 2*

- 7) Identification of any assistance agreements or contracts held by the person to or for whom services will be provided:

*ESA has had grants and contracts with EPA in the past particularly for preparation or publication of articles. An October 24, 2014 search of the grants and contracts databases shows that they have no current contracts, and no currently active grants – see Figure 1. ESA would certainly have no hesitation about seeking future contracts or grants. However, I have had no role in any of these for at*

*least the past 10 years and expect to have no future role in any of these.*

\* Employment means any form of non-Federal employment, business relationship, or activity involving the provision of personal services by the employee, whether or not for compensation. It includes but is not limited to personal services as an **officer, director, employee, agent, attorney, consultant, contractor, general partner, trustee, teacher or speaker**. It includes writing when done under an arrangement with another person for production or publication of the written product. It does not, however, include participation in the activities of a nonprofit charitable, religious, professional, social, fraternal, educational, recreational, public service, or civic organization, unless activities are for compensation other than reimbursement for expenses.

\*\*Compensation includes any form of consideration, remuneration or income, including royalties, given for or in connection with employee's speaking or writing activities. Unless accepted under specific statutory authority, such as 31 U.S.C. 1353, 5 U.S.C. 4111 or 7342, or an agency gift acceptance statute, it includes transportation, lodging and meals, whether provided in kind, by purchase of a ticket, by payment, in advance or by reimbursement after the expense has been incurred.

### EMPLOYEE CERTIFICATION

- a) I certify that the information contained in this request is complete and accurate and that I have provided all the information pertinent for the Deputy Ethics Official to make an informed decision on this matter.
- b) I certify that I have read, am familiar with, and will abide by the restrictions described in 5 C.F.R. part 2635 and § 6401.102;
- c) I certify that if there is a change in the scope of the duties or services performed or the nature of my business, I will submit a revised request for approval.
- d) I certify that I will not represent EPA nor will I use my official EPA title, except as in a list of biographical information, in which case my EPA title is given no more prominence than other significant biological details.

*NB: An item in this list of certifications in the original form certifying that no official duty time or Government property, resources, or facilities not available to the general public will be used in connection with this outside employment/activity has been deleted. This follows the practice used when I requested ethics approval to run for the ESA VP for Public Affairs in 2004. That guidance came from Ken Wernick EPA's Senior Counsel for Ethics at that time. The amounts of work to be performed on government time will be incidental and are described in response to item 5.*

(b) (6)

10/28/14

Date

### EMPLOYEE SUPERVISOR CERTIFICATION

I certify that, in accordance with current guidance from the EPA Office of General Counsel, I have reviewed the resource requirements for this activity and that use of official time is justified and in the best interests of the Environmental Protection Agency. Participation in this activity has been added to the employee's performance plan.



Supervisor's Signature

10/27/14

Date

### DEPUTY ETHICS OFFICIAL APPROVAL

CONCUR


☒

NON-CONCUR

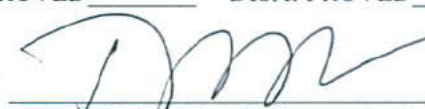
APPROVED

☒

DISAPPROVED

  
Thomas Connolly  
WED Ethics Advisor

10/29/14  
Date

  
Thomas D. Fontaine, PhD  
WED Deputy Ethics Official

10/29/14  
Date






UNITED STATES ENVIRONMENTAL PROTECTION AGENCY  
OFFICE OF RESEARCH AND DEVELOPMENT  
National Health and Environmental Effects Research Laboratory

**DATE:** May 25, 2017

**SUBJECT:** Request for Approval to Engage in Outside Employment\*  
or Other Outside Activity

**FROM:** (b) (6)  
Acting Director, ISTD

**THROUGH:** Ronald N. Hines  
Associate Director for Health 

**TO:** William H. Benson  
Deputy Ethics Official, NHEERL

As required by C.F.R. Title 5 Chapter LIV Part 6401.103, I am requesting your approval to participate in the outside employment/activity described below. I understand that this approval must be obtained in advance of initiating or committing to the performance of this activity and is approved only as specified in the information given below or for a period of five years.

Approval shall be granted in writing and only upon a determination that the outside employment is not expected to involve conduct prohibited by statute or Federal regulation, including 5 CFR part 2635 and § 6401.102.

*[Note: Please do not delete or alter the information requested. Completely answer each item—do not answer "N/A"]*

1) Employee's name, title and grade:

(b) (6) Research Toxicologist, GS-15

2) Nature of the outside activity, including a full description of the services to be performed and the amount of compensation to be expected\*\*:

I have been elected by the International Neurotoxicology Association to a leadership position. I will Serve as President – Elect of the International Neurotoxicology Association (INA) for a period from June 01, 2017-June 2019 and subsequently as President from June 2019-June 2021, and finally as Past President from 2021-2023. The International Neurotoxicology Association is a scientific organization devoted to neurotoxicology research which contains approximately 250-300 members from numerous countries around the world. The primary activity of the INA is to hold a scientific meeting once every two years which is devoted to presentation of the most recent neurotoxicology research findings from



around the world. The primary duties of these positions are to plan the semi-annual meetings (including selecting the meeting site, developing the program, working out logistical details and reviewing abstracts), oversee nominations for officers, and encourage student participation and training. For a complete list of duties, see Article 7 of the INA by-laws (<http://n5qc035xkd63rx6th43zr5rl.wpengine.netdna-cdn.com/wp-content/uploads/2015/01/INA-By-laws-Statutes.pdf>). The INA has a full time Secretary/Treasurer (elected position) who is responsible for finances, so there will not be any financial responsibilities.

3) The name and business of the person or organization for which the work will be done (in cases of self-employment, indicate the types of services to be rendered and estimate the number of clients or customers anticipated during the next 6 months):

International Neurotoxicology Association (<http://www.neurotoxicology.org/>)

4) The estimated total time (hours/days) to be devoted to the activity. Indicate exact or expected start and end dates of the activity:

As President-elect (2017-2019), approximately 1-2 hours/week may be required for communications and correspondence with other members of the organization on a continuing basis, along with 1-2 days full time for meeting planning and organization as president-elect. As President (beginning in 2019) I estimate that these times may double. As Past-President (beginning in 2021), these time will decrease back to the estimated levels for 2017-2019.

5) Whether the service will be performed entirely outside of normal duty hours (yes or no) (if no, estimate the number of hours of absence from work required; if leave is requested, please provide a copy of approved SF-71):

The service will be performed outside of normal duty hours. If phone calls or other business will take place during normal duty hours, then annual leave will be taken to cover that time and a private phone will be used. The employees personal (not EPA) computer will be used and a private email address will be established.

6) The basis for compensation (e.g., fee, per hour, per diem, per annum, etc.):

No compensation

7) Identification of any assistance agreements or contracts held by the person to or for whom services will be provided. (Must be answered—if not known by employee, please state so; if agreements or contracts are known, indicate the employee's involvement, if any.):

I am not aware of any assistance agreements or contracts that are currently held between INA and the EPA.

\* Employment means any form of non-Federal employment, business relationship, or activity involving the provision of personal services by the employee, whether or not for compensation. It includes but is not limited to personal services as an officer, director, employee, agent, attorney, consultant, contractor, general partner, trustee, teacher or speaker. It includes writing when done under an arrangement with another person for production or publication of the written product. It does not, however, include participation in the activities of a nonprofit charitable, religious, professional, social, fraternal, educational, recreational, public service, or civic organization, unless activities are for compensation other than reimbursement for expenses.

\*\* Compensation includes any form of consideration, remuneration or income, including royalties, given for or in connection with employee's speaking or writing activities. Unless accepted under specific statutory authority, such as 31 U.S.C. 1353, 5 U.S.C. 4111 or 7342, or an agency gift acceptance statute, it

includes transportation, lodging and meals, whether provided in kind, by purchase of a ticket, by payment, in advance or by reimbursement after the expense has been incurred.

1) **EMPLOYEE CERTIFICATION**

a) I certify that the information contained in this request is complete and accurate and that I have provided all the information pertinent for the Deputy Ethics Official to make an informed decision on this matter.

b) I certify that I have read, am familiar with, and will abide by the restrictions described in 5 C.F.R. parts 2635 and § 6401;

c) I certify that no official duty time or Government property, resources, or facilities not available to the general public will be used in connection with this outside employment/activity (unless otherwise stated above.)

d) I certify that if there is a change in the scope of the duties or services performed or the nature of my business, I will submit a revised request for approval.

e) I certify that I will not represent EPA nor will I use my official EPA title, except as in a list of biographical information, in which case my EPA title is given no more prominence than other significant biographical details.

For teaching, speaking or writing, also include the following certifications:

f) I certify that the invitation to engage in this activity was extended to me primarily because of my expertise in this particular subject matter and not because of my official position.

g) I certify that the invitation to engage in this activity or the offer of compensation was not extended to me, directly or indirectly, by a person who has interests that may be affected substantially by the performance or non-performance of my duties.

h) I certify that the information conveyed through this activity does not draw substantially on ideas or official data that are nonpublic information; the subject does not deal in significant part with any matter to which I am currently assigned (working on as an EPA employee) or have been assigned during the previous one-year period or any ongoing or announced policy, program, or operation of the agency.

i) I certify that I will not use or permit the use of my official title or position to identify me in connection with this activity or to promote any book, seminar, course, program or similar undertaking except as one of several biographical details in connection with an article published in a scientific or professional journal, provided that the title or position is accompanied by a reasonably prominent disclaimer indicating that the views expressed do not necessarily represent the views of the agency or the US.

(b) (6)

5/25/17  
Date

**DEPUTY ETHICS OFFICIAL APPROVAL**

APPROVAL William H. Bann 5.26.17  
Date

DISAPPROVAL \_\_\_\_\_  
Date



UNITED STATES ENVIRONMENTAL PROTECTION AGENCY  
National Health and Environmental Effects Research Laboratory

OFFICE OF  
RESEARCH AND DEVELOPMENT

DATE: March 2, 2018

SUBJECT: Request for Approval to Engage in Outside Activity

FROM: (b) (6) PRC Team Lead, Chemist  
NHEERL/RCU

TO: Russell Owen  
RCU Director

As required by Title 5 Chapter LIV Part 6401.103, I am requesting your approval to participate in the outside employment/activity described below. I understand that this approval must be obtained in advance of initiating or committing to the performance of this activity and is approved only as specified in the information given below.

Approval shall be granted in writing and only upon a determination that the outside employment is not expected to involve conduct prohibited by statute or Federal regulation, including 5 CFR part 2635 and SS 6401.102.

- 1) Employee's name, title and grade;

(b) (6) Team Lead, Chemist, GS14

- 2) Nature of the outside activity, including a full description of the services to be performed and the amount of compensation to be expected; \*\*

Give an invited lecture on "Manmade Chemicals in our Environment" to be presented at the EcoHeal workshop for the non-profit Ecoheal organization in Chapel Hill, NC supporting healthy living through using natural building materials and minimizing pollution. No compensation is expected.

- 3) The name and business of the person or organization for which the work will be done (in cases of self-employment, indicate the types of services to be rendered and estimate the number of clients or customers anticipated during the next 6 months);

Dani Mouawad, MD, President of Ecoheal;  
<https://www.ecoheal.org/>

The organization mainly disseminates knowledge about their earthen building technology.

- 4) The estimated time to be devoted to the activity; (Please

indicate exact dates if known)

March 18, 2018; 30-45 minute lecture during the 9am-4pm workshop.

5) Whether the service will be performed entirely outside of normal duty hours (if not, estimate the number of hours of absence from work required; if annual leave is requested, please provide a copy of approved SF-71);

YES (this is a weekend activity)

6) The basis for compensation (e.g., fee, per diem, per annum, etc.);

No compensation

7) Identification of any assistance agreements or contracts held by the person to or for whom services will be provided.

There are no known assistance agreements with the sponsoring organizations.

\* Employment means any form of non-Federal employment, business relationship, or activity involving the provision of personal services by the employee, whether or not for compensation. It includes but is not limited to personal services as an officer, director, employee, agent, attorney, consultant, contractor, general partner, trustee, teacher or speaker. It includes writing when done under an arrangement with another person for production or publication of the written product. It does not, however, include participation in the activities of a nonprofit charitable, religious, professional, social, fraternal, educational, recreational, public service, or civic organization, unless activities are for compensation other than reimbursement for expenses.

\*\*Compensation includes any form of consideration, remuneration or income, including royalties, given for or in connection with employee's speaking or writing activities. Unless accepted under specific statutory authority, such as 31 U.S.C. 1353, 5 U.S.C. 4111 or 7342, or an agency gift acceptance statute, it includes transportation, lodging and meals, whether provided in kind, by purchase of a ticket, by payment, in advance or by reimbursement after the expense has been incurred.

1)

#### EMPLOYEE CERTIFICATION

a) I certify that the information contained in this request is complete and accurate and that I have provided all the information pertinent for the Deputy Ethics Official to make an informed decision on this matter.

b) I certify that I have read, am familiar with, and will abide by the restrictions described in 5 C.F.R. part 2635 and § 6401.102;

c) I certify that no official duty time or Government property, resources, or facilities not available to the general public will be used in connection with this outside employment/activity.



d) I certify that if there is a change in the scope of the duties or services performed or the nature of my business, I will submit a revised request for approval.

e) I certify that I will not represent EPA nor will I use my official EPA title, except as in a list of biographical information, in which case my EPA title is given no more prominence than other significant biological details.

For teaching, speaking or writing, also include the following certifications:

f) I certify that the invitation to engage in this activity was extended to me primarily because of my expertise in this particular subject matter and not because of my official position.

g) I certify that the invitation to engage in this activity or the offer of compensation was not extended to me, directly or indirectly, by a person who has interests that may be affected substantially by the performance or non-performance of my duties.

h) I certify that the information conveyed through this activity does not draw substantially on ideas or official data that are nonpublic information; the subject does not deal in significant part with any matter to which I am currently assigned (working on as an EPA employee) or have been assigned during the previous one-year period or any ongoing or announced policy, program, or operation of the agency.

i) I certify that I will not use or permit the use of my official title or position to identify me in connection with this activity or to promote any book, seminar, course, program or similar undertaking except as one of several biographical details in connection with an article published in a scientific or professional journal, provided that the title or position is accompanied by a reasonably prominent disclaimer indicating that the views expressed do not necessarily represent the views of the agency or the US.

3/2/2018

X

(b) (6)

(b) (6)

PRC Team Lead

Signed by (b) (6)

Employee's signature

Date

2)

DEPUTY ETHICS OFFICIAL APPROVAL

APPROVAL

Wayne Z. Cascardi

3/17/2018

Date

DISAPPROVAL \_\_\_\_\_

\_\_\_\_\_  
Date

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revised 9/11/96



**UNITED STATES ENVIRONMENTAL PROTECTION AGENCY**  
NATIONAL HEALTH AND ENVIRONMENTAL EFFECTS RESEARCH LABORATORY  
Research Triangle Park, NC 27711

OFFICE OF  
RESEARCH AND DEVELOPMENT

## Memorandum

Date: November 7, 2014

From: (b) (6) Ph.D.  
Associate Director for Health

To: Hal Zenick, Ph.D.  
Laboratory Director

Subject: Approval for Activity Outside of Official Responsibilities

I am seeking approval for an activity outside of my official responsibilities as Associate Director for Health, National Health and Environmental Effects Research Laboratory (Supervisory Biologist; GS-0401-00-00). If approved, I understand this agreement will be in effect for a period of 5 years from the start-date of my EPA employment, December 31, 2012.

In December 2011, I was approached by Pepper Hamilton, LLP, to provide expert consultation

(b) (6)  
(b) (6) Pepper Hamilton, LLP, is the lead council for  
(b) (6) and to my knowledge, does not hold any EPA assistance agreements or  
contracts. I signed a consulting agreement with Pepper Hamilton, LLP, to consult on behalf of  
(b) (6) on January 20, 2012. The focus of  
my work is (b) (6)

(b) (6)  
(b) (6) The work does not deal in significant part with any EPA program, policy or  
operations, nor any matter to which I have been assigned during my tenure with EPA. The work  
also does not relate to, nor does it concern the provision of service to any EPA contractor or  
subcontractor, any holder of an EPA assistance agreement or sub-agreement or any company  
that is regulated by my office. Compensation is (b) (6) per hour of work performed and  
reimbursement of any travel or other expenses associated with my consultation. Per the  
agreement, I invoice monthly for time and any expenses.

Since entering into this consultation agreement, I have spent a total of 92 hours consulting on  
this matter and have made a single trip to Philadelphia to discuss materials with representatives  
of Pepper Hamilton, LLP. Thus, on average, a total of 25 to 30 hours have been spent on this  
activity per year. I do not anticipate any substantial change in the time required for this activity  
going forward.

The nature of my consultation with Pepper Hamilton, LLP, was declared on my OGE 278 upon  
joining the US Environmental Protection Agency on December 31, 2012. I apologize, as I was

under the impression that doing so constituted the only approval necessary – this oversight is being corrected with this memorandum.

Since beginning my employment with the US Environmental Protection Agency, all consulting activity with Pepper Hamilton, LLP, has been conducted entirely outside of my normal duty hours and this will not change. Further, government property, resources or facilities not available to the general public have not or will not be used. I have read and will abide by 5 CFR part 2635 and §6401.103.

Approved 11/12/14  
H. Ziemke





**UNITED STATES ENVIRONMENTAL PROTECTION AGENCY**  
**NATIONAL HEALTH AND ENVIRONMENTAL EFFECTS**  
**RESEARCH LABORATORY**  
**GULF ECOLOGY DIVISION**  
**1 SABINE ISLAND DRIVE • GULF BREEZE, FL 32561-5299**  
**850-934-9200**

OFFICE OF  
RESEARCH AND DEVELOPMENT

1 June 2017

**MEMORANDUM**

**SUBJECT:** Request for Approval to Engage in Outside Activity

**FROM:** (b) (6)

**TO:** Elizabeth George  
Deputy Ethics Official, Gulf Ecology Division

As required by Title 5 Chapter LIV EPA Supplemental Regulations Part 6401.103, I am requesting your approval to participate in the outside employment/activity described below. I understand that this approval must be obtained in advance of initiating or committing to the performance of this activity and is approved only as specified in the information given below.

Approval shall be granted in writing and only upon a determination that the outside employment is not expected to involve conduct prohibited by statute or Federal regulation, including 5 CFR Standards of Conduct Part 2635 and SS 6401.102 of the Supplemental Regulations.

1. Employee's name, title and grade:  
(b) (6), Supervisory Research Ecologist, GS-15 step 3
2. Nature of the outside activity, including a full description of the services to be performed and the amount of compensation to be expected:\*\*

**Serve on graduate committee for Masters student at University of West Florida**

3. The name and business of the person or organization for which the work will be done (in cases of self-employment, indicate the types of services to be rendered and estimate the number of clients or customers anticipated during the next 6 months:

**The University of West Florida (UWF)**

4. The estimated time to be devoted to the activity (please indicate the exact dates if known):

**Summer 2017 – work with student in an advisory capacity as needed. Estimated <1 hour per week.**  
**Spring 2018 – Review thesis, participate as graduate committee member during thesis defense.**

5. Whether the service will be performed entirely outside of normal duty hours (if not, estimate the number of hours of absence from work required; if leave is requested, please provide a copy of approved SF-71):

**Any advisory interaction with the student during her experiments will be performed on an as needed basis during working hours or nights and weekends. No compensatory time will be requested for engagement outside of normal duty hours.**

**Review of experimental proposals, protocols, and thesis will be performed outside of duties hours, no compensatory time requested.**

**Participation in graduate committee thesis review will be performed during working hours (<4 hours total).**

6. The basis for compensation (e.g., fee, per diem, per annum, etc.):

**No compensation will be provided by UWF**

7. Identification of any assistance agreements or contracts held by the person to or for whom services will be provided:

**N/A.**

\*Employment means any form of non-Federal employment, business relationship, or activity involving the provision of personal services by the employee, whether or not for compensation. It includes but is not limited to personal services as the **officer, director, employee, agent, attorney, consultant, contractor, general partner, trustee or speaker**. It includes writing when done under an arrangement with another person for production or publication of the written product. It does not, however, include participation in the activities of a nonprofit charitable, religious, professional, social, fraternal, educational, recreational, public service, or civic organization, unless activities are for compensation other than reimbursement for expenses.

\*\*Compensation includes any form of consideration, remuneration or income, including royalties, given for or in connection with employee's speaking or writing activities. Unless accepted under specific statutory authority, such as 31 U.S.C. 1353, 5 U.S.C. 4111 or 7342, or an agency gift acceptance statute, it includes transportation, lodging and meals, whether provided in kind, by purchase of a ticket, by payment, in advance or by reimbursement after the expense has been incurred.

#### **EMPLOYEE CERTIFICATION**

- a) I certify that the information contained in this request is complete and accurate and that I have provided all the information pertinent for the Deputy Ethics Official to make an informed decision on this matter.
- b) I certify that I have read, am familiar with, and will abide by the restrictions described in 5 C.F.R. Part 2635 and 6401.102;
- c) I certify that no official duty time or Government property, resources, or facilities not available to the general public will be used in connection with this outside employment/activity.
- d) I certify that if there is a change in the scope of the duties or services performed or the nature of my business, I will submit a revised request for approval.
- e) I certify that I will not represent EPA nor will I use my official EPA title, except as in a list of biographical information, in which case my EPA title is given no more prominence than other significant biological details.

(b) (6)  
Employee's signature

1 June 2017  
Date

#### **DEPUTY ETHICS OFFICIAL APPROVAL**

APPROVAL \_\_\_\_\_

\_\_\_\_\_  
Date

DISAPPROVAL \_\_\_\_\_

\_\_\_\_\_  
Date



UNITED STATES ENVIRONMENTAL PROTECTION AGENCY  
National Health and Environmental Effects Research Laboratory  
OFFICE OF RESEARCH AND DEVELOPMENT

DATE: June 22, 2015

SUBJECT: Request for Approval to Engage in Outside Employment\* or Other Outside Activity

FROM: (b) (6) Ph.D. (b) (6) 6/22/15  
Director, Toxicity Division, N HEERL

THROUGH: Ronald Hines, Ph.D. (MD-B305-02)  
Associate Director for Health, NHEERL

TO: William H. Benson, Ph.D.  
DEO for NHEERL

As required by C.F.R. Title 5 Chapter LIV Part 6401.103, I am requesting your approval to participate in the outside employment/activity described below. I understand that this approval must be obtained in advance of initiating or committing to the performance of this activity and is approved only as specified in the information given below or for a period of five years.

Approval shall be granted in writing and only upon a determination that the outside employment is not expected to involve conduct prohibited by statute or Federal regulation, including 5 CFR part 2635 and § 6401.102.

- 1) Employee's name, title and grade:

(b) (6) Director, Toxicity Assessment Division, NHEERL. Title 42

- 2) Nature of the outside activity, including a full description of the services to be performed and the amount of compensation to be expected\*\*:

Serve once per year as Chair of the Environmental Exposures, Toxicology, & Pathology Study Section for the California Tobacco-Related Disease Research Program (TRDRP). I will chair a review session for grant applications from researchers in the State of California for funding through TRDRP. The TRDRP is administered through the Office of the President, University of California (UCOP). Either I will chair the meeting from UCOP in Oakland, CA and the review panelists will participate via videoconference, or we will have a face-to-face meeting in the San Francisco area. Airfare, local transportation, two nights lodging and per diem will be covered by UCOP. An honorarium of (b) (6) per meeting is included.

- 3) The name and business of the person or organization for which the work will be done (in cases of self-employment, indicate the types of services to be rendered and estimate the number of clients or customers anticipated during the next 6 months):

**University of California Office of the  
President 300 Lakeside Drive  
Oakland, CA 94612**

- 4) The estimated time (hours/days) to be devoted to the activity (indicate exact dates if known):

**Two full days annually for the meeting plus travel.**

- 5) Whether the service will be performed entirely outside of normal duty hours (yes or no) (if no, estimate the number of hours of absence from work required; if leave is requested, please provide a copy of approved SF-71):

**Duties will be performed entirely while on annual leave.**

- 6) The basis for compensation (e.g., fee, per hour, per diem, per annum, etc.):

**Travel, lodging, meals and honorarium.**

- 7) Identification of any assistance agreements or contracts held by the person to or for whom services will be provided. (Must be answered-if not known by employee, please state so; if agreements or contracts are known, indicate the employee's involvement, if any.):

**None.**

• Employment means any form of non-Federal employment, business relationship, or activity involving the provision of personal services by the employee, whether or not for compensation. It includes but is not limited to personal services as an officer, director, employee, agent, attorney, consultant, contractor, general partner, trustee, teacher or speaker. It includes writing when done under an arrangement with another person for production or publication of the written product. It does not, however, include participation in the activities of a nonprofit charitable, religious, professional, social, fraternal, educational, recreational, public service, or civic organization, unless activities are for compensation other than reimbursement for expenses.

• Compensation includes any form of consideration, remuneration or income, including royalties, given for or in connection with employee's speaking or writing activities. Unless accepted under specific statutory authority, such as 31 U.S.C. 1353, 5 U.S.C. 4111 or 7342, or an agency gift acceptance statute, it includes transportation, lodging and meals, whether provided in kind, by purchase of a ticket, by payment, in advance or by reimbursement after the expense has been incurred.

## **I) EMPLOYEE CERTIFICATION**

a) I certify that the information contained in this request is complete and accurate and that I have provided all the information pertinent for the Deputy Ethics Official to make an informed decision on this matter.

b) I certify that I have read, am familiar with, and will abide by the restrictions described in 5 C.F.R. parts 2635 and § 6401;

c) I certify that no official duty time or Government property, resources, or facilities not available to the general public will be used in connection with this outside employment/activity (unless otherwise stated above.)

d) I certify that if there is a change in the scope of the duties or services performed or the nature of my business, I will submit a revised request for approval.

e) I certify that I will not represent EPA nor will I use my official EPA title, except as in a list of biographical information, in which case my EPA title is given no more prominence than other significant biological details.

For teaching, speaking or writing, also include the following certifications:

f) I certify that the invitation to engage in this activity was extended to me primarily because of my expertise in this particular subject matter and not because of my official position.

g) I certify that the invitation to engage in this activity or the offer of compensation was not extended to me, directly or indirectly, by a person who has interests that may be affected substantially by the performance or non-performance of my duties.

h) I certify that the information conveyed through this activity does not draw substantially on ideas or official data that are nonpublic information; the subject does not deal in significant part with any matter to which I am currently assigned (working on as an EPA employee) or have been assigned during the previous one-year period or any ongoing or announced policy, program, or operation of the agency.

i) I certify that I will not use or permit the use of my official title or position to identify me in connection with this activity or to promote any book, seminar, course, program or similar undertaking except as one of several biographical details in connection with an article published in a scientific or professional journal, provided that the title or position is accompanied by a reasonably prominent disclaimer indicating that the views expressed do not necessarily represent the views of the agency or the US.

(b) (6)

Emp \_\_\_\_\_  
John \_\_\_\_\_

Date 6/22/15  
nt Division

DEPUTY ETHICS OFFICIAL APPROVAL

APPROVAL William H. Gann 7.01.15  
Date

DISAPPROVAL \_\_\_\_\_  
Date

RTD Version based on NHEEL web version download July 18, 2000 outsideact  
revised 6/99





UNITED STATES ENVIRONMENTAL PROTECTION AGENCY  
WASHINGTON, D.C. 20460

July 24, 2014

OFFICE OF  
RESEARCH AND DEVELOPMENT

**MEMORANDUM**

**FROM:** (b) (6) on detail to  
Hydraulic Fracturing Study Team  
Office of Science Policy  
Office of Research and Development

(b) (6)

**THRU:** Mimi Dannel, Deputy Director  
Office of Science Policy  
Office of Research and Development

*M. Dannel*

**TO:** Fred Hauchman, Deputy Ethics Official  
Office of Science Policy  
Office of Research and Development

**Subject:** Request for Approval of Outside Employment

In accordance with the Agency's regulations on outside employment, I am submitting this Request for Approval of Outside Employment.

1. I am a Chemical Engineer on detail to the Hydraulic Fracturing Study team, Office of Science Policy, Office of Research and Development. My grade is GS 14.

2. I am seeking permission to engage in outside work with Oakum Technology Solutions, Inc., a small business (b) (6) and with Biometrica, Inc., a small business (b) (6) (b) (6)

Oakum provides engineering, project management, technology development, and manufacturing services typically related to the security field. Oakum may pursue contracts or subcontracts for the Department of Defense or other federal agencies. Oakum has no EPA assistance agreements or contracts held by a person to or for whom services would be provided. (b) (6) (b) (6) Oakum and will control and direct the company. My role will focus on office manager-related activities (e.g., accounting, billing) and the drafting and reviewing of various company documents. I will also serve as Secretary and Treasurer for the company. Pay, if any, is expected to be minimal. Any pay will be hourly.

Biometrica develops information security systems using iris recognition and other biometric cameras. Biometrica has no EPA assistance agreements or contracts held by a person to or for whom services would be provided. My role will be intermittent, and will initially be focused on helping with the export paperwork to sell outside of the United States. I will not be an employee

of Biometrica and do not expect to get paid, but would be doing this to (b) (6)  
(b) (6)

3. The work may continue indefinitely. I expect to spend 1-10 hours a week in the evenings or on weekends. I will not use any of my official time to complete this work.

4. I will not use government property, resources, or facilities not available to the general public in connection with the above-described work.

5. I have read, am familiar with, and will abide by the restrictions described in 5 CFR part 2635 and Section 6401.102.

APPROVED:



DISAPPROVED:

DATE:

8/19/14



UNITED STATES ENVIRONMENTAL PROTECTION AGENCY  
NATIONAL HEALTH AND ENVIRONMENTAL EFFECTS  
RESEARCH LABORATORY  
GULF ECOLOGY DIVISION  
1 SABINE ISLAND DRIVE • GULF BREEZE, FL 32561-5299  
850-934-9200

OFFICE OF  
RESEARCH AND DEVELOPMENT

August 23, 2017

**MEMORANDUM**

**SUBJECT:** Request for Approval to Engage in Outside Employment\* or Other Outside Activity

**FROM:** (b) (6)

**THRU:** Lisa M. Smith *LMS*

**TO:** Dr. Elizabeth George  
Deputy Ethics Official, Gulf Ecology Division

As required by Title 5 Chapter LIV EPA Supplemental Regulations Part 6401.103, I am requesting your approval to participate in the outside employment/activity described below. I understand that this approval must be obtained in advance of initiating or committing to the performance of this activity and is approved only as specified in the information given below.

Approval shall be granted in writing and only upon a determination that the outside employment is not expected to involve conduct prohibited by statute or Federal regulation, including 5 CFR Standards of Conduct Part 2635 and SS 6401.102 of the Supplemental Regulations.

1. Employee's name, title and grade:

(b) (6) **Research Ecologist, GS-15**

2. Nature of the outside activity, including a full description of the services to be performed and the amount of compensation to be expected:\*\*

**Become a member of the editorial Board of Sustainability and Disaster Risk Management (Contribute/solicit reviews and original research manuscripts and review 2-3 submitted articles annually – no compensation)**

3. The name and business of the person or organization for which the work will be done (in cases of self-employment, indicate the types of services to be rendered and estimate the number of clients or customers anticipated during the next 6 months:

**Dr. Christian Madu, Editor-in-Chief, Sustainability and Disaster Risk Management**

4. The estimated time to be devoted to the activity (please indicate the exact dates if known):

**< 5% annually**

5. Whether the service will be performed entirely outside of normal duty hours (if not, estimate the number of hours of absence from work required; if leave is requested, please provide a copy of approved SF-71):

**Service will be performed both inside and outside of duty hours; about 15-20 hours annually**

6. The basis for compensation (e.g., fee, per diem, per annum, etc.):

**No compensation**

7. Identification of any assistance agreements or contracts held by the person to or for whom services will be provided:

N/A

\*Employment means any form of non-Federal employment, business relationship, or activity involving the provision of personal services by the employee, whether or not for compensation. It includes but is not limited to personal services as the **officer, director, employee, agent, attorney, consultant, contractor, general partner, trustee or speaker**. It includes writing when done under an arrangement with another person for production or publication of the written product. It does not, however, include participation in the activities of a nonprofit charitable, religious, professional, social, fraternal, educational, recreational, public service, or civic organization, unless activities are for compensation other than reimbursement for expenses.

\*\*Compensation includes any form of consideration, remuneration or income, including royalties, given for or in connection with employee's speaking or writing activities. Unless accepted under specific statutory authority, such as 31 U.S.C. 1353, 5 U.S.C. 4111 or 7342, or an agency gift acceptance statute, it includes transportation, lodging and meals, whether provided in kind, by purchase of a ticket, by payment, in advance or by reimbursement after the expense has been incurred.

#### EMPLOYEE CERTIFICATION

- a) I certify that the information contained in this request is complete and accurate and that I have provided all the information pertinent for the Deputy Ethics Official to make an informed decision on this matter.
- b) I certify that I have read, am familiar with, and will abide by the restrictions described in 5 C.F.R. Part 2635 and 6401.102;
- c) I certify that no official duty time or Government property, resources, or facilities not available to the general public will be used in connection with this outside employment/activity.
- d) I certify that if there is a change in the scope of the duties or services performed or the nature of my business, I will submit a revised request for approval.
- e) (b) (6) use my official EPA title, except as in a list of biographical information no more prominent than other significant biological details.

8/23/17  
Date

CS OFFICIAL APPROVAL

APPROVAL

*JL Murray* ADD.

8/24/17  
Date

DISAPPROVAL

Date

**[DO NOT HAVE THE SIGNATURE PAGE AS A STAND-ALONE PAGE.]**





UNITED STATES ENVIRONMENTAL PROTECTION AGENCY  
NATIONAL RISK MANAGEMENT RESEARCH LABORATORY  
CINCINNATI, OH 45268

OFFICE OF  
RESEARCH AND DEVELOPMENT

July 17, 2014

**MEMORANDUM**

**SUBJECT:** Request to Lecture while on Vacation in Zagreb, Croatia

**FROM:**

(b) (6)

(b) (6)

Sustainable Technology Division, Clean Processes Branch  
National Risk Management Research Laboratory, Office of Research and Development

7, 2014

**TO:** Thomas Holdsworth, Deputy Ethics Official

I am planning on using annual leave to travel to Central Europe during the first week of August, 2014. During this time, I may deliver a lecture at the Division of Materials Chemistry of the Ruder Bošković Institute in Zagreb, Croatia, on "Green and Sustainable Chemistry".

I would just like to inform you that this charitable pursuit is an intent to lecture on green or sustainable chemistry themes to second tier research institutions. The content would contain information for the local audience that is in the public domain. I wish to state that this is a personal activity at my expense while I am on annual leave. I will request that the local hosts do not introduce me as a representative from the Environmental Protection Agency and my presentation will not use the EPA logo. I intend to present only what has already been published in the open literature. I will also state prior to my lectures that the opinions presented are my own and do not represent the opinion or the views from Environmental Protection Agency.

Date:

7/17/2014

I concur with this request

Tom Holdsworth, Deputy Ethics Official

Date:

I do not concur with this request

Tom Holdsworth, Deputy Ethics Official





UNITED STATES ENVIRONMENTAL PROTECTION AGENCY  
OFFICE OF RESEARCH AND DEVELOPMENT  
NATIONAL RISK MANAGEMENT RESEARCH LABORATORY  
CINCINNATI, OHIO 45268

Nov. 20<sup>th</sup>, 2014

MEMORANDUM

SUBJECT: Lecturing on Vacation-Thailand, Taiwan-Green & Sustainable Chemistry

FROM: (b) (6)  
Clean Processes Branch, STD, NRMRL

TO: Tom Holdsworth, NRMRL, US EPA  
Deputy Ethics Official

I am planning to travel to Far East during the last two week of Dec., 2014 using my annual leave and while in Phitsanulok, Thailand and Taipei, Taiwan, I may deliver a lectures at these places, on general theme, "Green and Sustainable Chemistry".

I want to inform NRMRL of this charitable pursuit where the intent is to talk on green or sustainable chemistry themes to 2<sup>nd</sup> tier research institutions. The content would contain information for the local audience that is in public domain. I wish to state that this is a personal activity at my expense and on annual leave. I will request the local hosts not to introduce me as representative from EPA and further my presentation will not have EPA logo. I intend to present only what has already been published in the open literature and I will also state prior to my talks that the opinions presented here are my own and do not represent opinion or views from EPA.

 Date: 11/20/2014

I concur with this request  
Tom Holdsworth, NRMRL, STD, DEO

\_\_\_\_\_  
Date: \_\_\_\_\_  
I do not concur with this request  
Tom Holdsworth, NRMRL, STD, DEO



UNITED STATES ENVIRONMENTAL PROTECTION AGENCY  
OFFICE OF RESEARCH AND DEVELOPMENT  
NATIONAL RISK MANAGEMENT RESEARCH LABORATORY  
CINCINNATI, OHIO 45268

Sept. 16<sup>th</sup>, 2014

MEMORANDUM

SUBJECT: Lecturing on Vacation-Germany, Czech Republic-Green & Sustainable Chemistry

FROM:

(b) (6)

Clean Processes Branch, STD, NRMRL

(b) (6)

TO: Tom Holdsworth, NRMRL, US EPA  
Deputy Ethics Official

I am planning to travel to Europe during the first 2 week of Nov., 2014 using my annual leave and while in Regensburg, Germany and Brno, Olomouc, Czech Republic, I may deliver a lectures at these places, on general theme, "Green and Sustainable Chemistry".

I want to inform NRMRL of this charitable pursuit where the intent is to talk on green or sustainable chemistry themes to 2<sup>nd</sup> tier research institutions. The content would contain information for the local audience that is in public domain. I wish to state that this is a personal activity at my expense and on annual leave. I will request the local hosts not to introduce me as representative from EPA and further my presentation will not have EPA logo. I intend to present only what has already been published in the open literature and I will also state prior to my talks that the opinions presented here are my own and do not represent opinion or views from EPA.

Date:

9/17/2014

I concur with this request

Tom Holdsworth, NRMRL, STD, DEO

Date:

I do not concur with this request

Tom Holdsworth, NRMRL, STD, DEO



UNITED STATES ENVIRONMENTAL PROTECTION AGENCY  
OFFICE OF RESEARCH AND DEVELOPMENT  
NATIONAL RISK MANAGEMENT RESEARCH LABORATORY  
CINCINNATI, OHIO 45268

Jan. 7<sup>th</sup>, 2015

MEMORANDUM

SUBJECT: Lecturing on Vacation-Mexico, Brazil-Green & Sustainable Chemistry

FROM:

(b) (6)

(b) (6)

Clean Processes Branch, STD, NRMRL

TO: Tom Holdsworth, NRMRL, US EPA  
Deputy Ethics Official

I am planning to travel to South America during the last week of Jan. 2015 and first week of Feb. 2015 using my annual leave and while in Chihuahua, Mexico and Sao Carlos, Brazil, I may deliver lectures at these places, on general theme, "Green and Sustainable Chemistry".

I want to inform NRMRL of this charitable pursuit where the intent is to talk on green or sustainable chemistry themes to 2<sup>nd</sup> tier research institutions. The content would contain information for the local audience that is in public domain. I wish to state that this is a personal activity at my expense and on annual leave. I will request the local hosts not to introduce me as representative from EPA and further my presentation will not have EPA logo. I intend to present only what has already been published in the open literature and I will also state prior to my talks that the opinions presented here are my own and do not represent opinion or views from EPA.

 Date: 1/13/2015  
I concur with this request  
Tom Holdsworth, NRMRL, STD, DEO

Date: \_\_\_\_\_  
I do not concur with this request  
Tom Holdsworth, NRMRL, STD, DEO



UNITED STATES ENVIRONMENTAL PROTECTION AGENCY  
OFFICE OF RESEARCH AND DEVELOPMENT  
NATIONAL RISK MANAGEMENT RESEARCH LABORATORY  
CINCINNATI, OHIO 45268

July 13<sup>th</sup>, 2015

**MEMORANDUM**

SUBJECT: Lecturing on Vacation-South America & Eastern Europe-Green & Sustainable Chemistry

FROM:

(b) (6)

Clean Processes Branch, STD, NRM

(b) (6)

TO: Tom Holdsworth, NRMRL, US EPA  
Deputy Ethics Official

I am planning to travel to South America and Eastern Europe during the months of Aug.-Sept. 2015 using my annual leave and while there, I may deliver lectures on general theme, "Green and Sustainable Chemistry".

I want to inform NRMRL of this charitable pursuit where the intent is to talk on green or sustainable chemistry themes to 2<sup>nd</sup> tier research institutions. The content would contain information for the local audience that is in public domain. I wish to state that this is a personal activity at my expense and on annual leave. I will request the local hosts not to introduce me as representative from EPA and further my presentation will not have EPA logo. I intend to present only what has already been published in the open literature and I will also state prior to my talks that the opinions presented here are my own and do not represent opinion or views from EPA.

Date:

7/14/2015

I concur with this request

Tom Holdsworth, NRMRL, STD, DEO

Date:

I do not concur with this request

Tom Holdsworth, NRMRL, STD, DEO





UNITED STATES ENVIRONMENTAL PROTECTION AGENCY  
OFFICE OF RESEARCH AND DEVELOPMENT  
NATIONAL RISK MANAGEMENT RESEARCH LABORATORY  
CINCINNATI, OHIO 45268

May 10<sup>th</sup>, 2016

**MEMORANDUM**

SUBJECT: Request Approval to Participate in Outside Employment/Activities

FROM: (b) (6) (b) (6)  
CPB/STD

TO: Thomas Holdsworth, NRMRL, US EPA  
Deputy Ethics Official

As required by C.F.R. Title 5 Chapter LIV Part 6401.103, I am requesting your approval to participate in the outside employment or activity described below. I understand that this approval must be obtained in advance of engaging in the performance of this activity and is approved only as specified in the information given below or for a period of five years. I also understand that approval shall be granted in writing and only upon a determination that the outside employment or activity is not expected to involve conduct prohibited by statute or Federal regulation, including 5 C.F.R. Part 2635 and § 6401.102.

1. Employee's Name: (b) (6)  
Title and Grade: *Chemist, GS-15*
2. Nature of the outside activity, including a full description of the services to be performed and the amount of compensation to be expected.

Editing a book with (b) (6) (Texas A & M University), (b) (6) (b) (6) (National Tsing Hua University), (b) (6) (University of Seoul), and (b) (6) (University of Cincinnati) as co-editors

***Title of the Book: "Ferrites and Ferrates: Chemistry and Applications in Sustainable Energy and Environmental Remediation"***

***By American Chemical Society (ACS) Series.***

*Further, I will use the disclaimer, "This article was authored by a U.S. Government employee in an unofficial capacity. The views expressed in this article are those of the individual author and do not necessarily reflect the views and policies of the U.S. Environmental Protection Agency. The use of trade names does not imply endorsement by the U.S. Government."*

3. The name and business of the person or organization for which the work will be done (in cases of self-employment, indicate the types of services to be rendered

and estimate the number of clients or customers anticipated during the next 6 months).

The publisher is: *American Chemical Society, Washington DC*

4. The estimated time to be devoted to the activity.  
*The activity will be conducted over the week-end or in the evening hours away from the office.*
5. Whether the service will be performed entirely outside of normal duty hours (if not, estimate the number of hours of absence from work required).  
*The work will be conducted outside of normal duty hours.*
6. Employee's statement that no official duty time or Government property, resources, or facilities not available to the general public will be used in connection with the outside employment or activity.

*I have read and will abide with EPA Order 2100.3 A1, Policy on Limited Personal Use of Government Office Equipment. No official duty time will be used other than electronic transfer of some files that may contain the earlier academic write-up from the past activities (book chapters or review articles). Some minor Xeroxing may be carried out and official address may be used for receiving the mail from the co-author or the publisher. The use of government equipment, if at all, will be during NON WORK time.*

7. The basis for compensation (e.g., fee, per hour, per diem, per annum, etc.).  
*None.*
8. Employee's statement that he or she has read, is familiar with, and will abide by the restrictions described in 5 C.F.R. Part 2635 and § 6401.102.  
*Yes*
9. Identification of any assistance agreements or contracts held by the person to or for whom services will be provided.  
*None*

Approved:



Tom Holdsworth, NRMRL, STD, DEO

Date:

*5/16/2014*

Disapproved:

Tom Holdsworth, NRMRL, STD, DEO

Date:



UNITED STATES ENVIRONMENTAL PROTECTION AGENCY  
OFFICE OF RESEARCH AND DEVELOPMENT  
NATIONAL RISK MANAGEMENT RESEARCH LABORATORY  
CINCINNATI, OHIO 45268

**MEMORANDUM**

DATE: July 5<sup>th</sup>, 2016

SUBJECT: Approval to Participate in Outside Employment/Activities-Scientific Board

FROM: (b) (6) CPB/STD (b) (6)

TO: Tom Holdsworth, NRMRL, US EPA  
NRMRL/STD Deputy Ethics Official

As required by C.F.R. Title 5 Chapter LIV Part 6401.103, I am requesting your approval to participate in the outside employment or activity described below. I understand that this approval must be obtained in advance of engaging in the performance of this activity and is approved only as specified in the information given below or for a period of five years. I also understand that approval shall be granted in writing and only upon a determination that the outside employment or activity is not expected to involve conduct prohibited by statute or Federal regulation, including 5 C.F.R. Part 2635 and § 6401.102.

1. Employee's Name: (b) (6)  
Title and Grade: *Chemist, GS-15*
2. Nature of the outside activity, including a full description of the services to be performed and the amount of compensation to be expected.

*Approval is requested to serve on the International Scientific Board of "NanoEnviCz", a Czech organization dealing with nano-related issues. As a member of the Scientific Board, this may entail some effort on my part to review special topics and proposals for the board and to provide general advice as to how submissions can best serve the research community at large. No compensation is expected for this position.*

3. The name and business of the person or organization for which the work will be done (in cases of self-employment, indicate the types of services to be rendered and estimate the number of clients or customers anticipated during the next 6 months).



*Royal Society of Chemistry (RSC) is one of the largest professional body in the world and caters to the needs of chemical sciences and professionals.*

4. The estimated time to be devoted to the activity.

*The activity will be conducted by email or conference call (~ 2-3 per year), and via optional participation, one in-person meeting per year, to be held in conjunction with a national Chemical Society meeting.*

5. Whether the service will be performed entirely outside of normal duty hours (if not, estimate the number of hours of absence from work required).  
*The work will be conducted outside of normal duty hours or on annual leave.*

6. Employee's statement that no official duty time or Government property, resources, or facilities not available to the general public will be used in connection with the outside employment or activity.

*I have read and will abide with EPA Order 2100.3 A1, Policy on Limited Personal Use of Government Office Equipment; minimal telephone or e-mail system may be used.*

7. The basis for compensation (e.g., fee, per hour, per annum, etc.).

*None.*

8. Employee's statement that he or she has read, is familiar with, and will abide by the restrictions described in 5 C.F.R. Part 2635 and § 6401.102.

*Yes*

9. Identification of any assistance agreements or contracts held by the person to or for whom services will be provided.

*None*

Approved:



Thomas Holdsworth, NRMRL DEO

Date:

7/5/2016

Disapproved:

Thomas Holdsworth, NRMRL DEO

Date:

\_\_\_\_\_





UNITED STATES ENVIRONMENTAL PROTECTION AGENCY  
OFFICE OF RESEARCH AND DEVELOPMENT  
NATIONAL RISK MANAGEMENT RESEARCH LABORATORY  
CINCINNATI, OHIO 45268

July 5<sup>th</sup>, 2016

MEMORANDUM

SUBJECT: Lecturing on Vacation-India-Sustainable Chemistry

FROM:

(b) (6)

(b) (6)

Clean Processes Branch, STD, NRMRL

TO: Tom Holdsworth, NRMRL, US EPA  
Deputy Ethics Official

I am planning to travel to India during Fall 2016 using my annual leave and while there, I may deliver lectures on general theme, "Sustainable Chemistry".

I want to inform NRMRL of this charitable pursuit where the intent is to talk on green or sustainable chemistry themes to 2<sup>nd</sup> tier research institutions. The content would contain information for the local audience that is in public domain. I wish to state that this is a personal activity at my expense and on annual leave. I will request the local hosts not to introduce me as representative from EPA and further my presentation will not have EPA logo. I intend to present only what has already been published in the open literature and I will also state prior to my talks that the opinions presented here are my own and do not represent opinion or views from EPA.

Date:

7/5/2016

I concur with this request  
Tom Holdsworth, NRMRL, STD, DEO

Date:

I do not concur with this request  
Tom Holdsworth, NRMRL, STD, DEO



UNITED STATES ENVIRONMENTAL PROTECTION AGENCY  
OFFICE OF RESEARCH AND DEVELOPMENT  
NATIONAL RISK MANAGEMENT RESEARCH LABORATORY  
CINCINNATI, OHIO 45268

Oct. 31<sup>st</sup>, 2016

MEMORANDUM

SUBJECT: Lecturing on Vacation-India/Germany-Sustainable Chemistry

FROM:

(b) (6)

Clean Processes Branch, STD, NR

(b) (6)

TO: Tom Holdsworth, NRMRL, US EPA  
Deputy Ethics Official

I am planning to travel to India/Germany during Jan-Feb. 2017 using my annual leave and while there, I may deliver lectures on general theme, "Sustainable Chemistry".

I want to inform NRMRL of this charitable pursuit where the intent is to talk on green or sustainable chemistry themes to research institutions. The content would contain information for the local audience that is in public domain. I wish to state that this is a personal activity at my expense and on annual leave. I will request the local hosts not to introduce me as representative from EPA and further my presentation will not have EPA logo. I intend to present only what has already been published in the open literature and I will also state prior to my talks that the opinions presented here are my own and do not represent opinion or views from EPA.

Date:

10/31/2016

I concur with this request

Tom Holdsworth, NRMRL, STD, DEO

Date:

I do not concur with this request

Tom Holdsworth, NRMRL, STD, DEO



UNITED STATES ENVIRONMENTAL PROTECTION AGENCY  
OFFICE OF RESEARCH AND DEVELOPMENT  
NATIONAL RISK MANAGEMENT RESEARCH LABORATORY  
CINCINNATI, OHIO 45268

**MEMORANDUM**

DATE: July 11<sup>th</sup>, 2016

SUBJECT: Approval to Participate in Outside Employment/Activities-Scientific Board

FROM: (b) (6) (b) (6)  
CFB/STD

TO: Tom Holdsworth, NRMRL, US EPA  
NRMRL/STD Deputy Ethics Official

As required by C.F.R. Title 5 Chapter LIV Part 6401.103, I am requesting your approval to participate in the outside employment or activity described below. I understand that this approval must be obtained in advance of engaging in the performance of this activity and is approved only as specified in the information given below or for a period of five years. I also understand that approval shall be granted in writing and only upon a determination that the outside employment or activity is not expected to involve conduct prohibited by statute or Federal regulation, including 5 C.F.R. Part 2635 and § 6401.102.

1. Employee's Name: (b) (6)  
Title and Grade: *Chemist, GS-15*
2. Nature of the outside activity, including a full description of the services to be performed and the amount of compensation to be expected.

*Approval is requested to serve on the Scientific Advisory Board of "Green Chemistry", a premier world-class journal with very high impact factor dealing with green and sustainable chemistry-related issues. As a member of the Scientific Board, this may entail some effort on my part to review special topics and proposals for the board and to provide general advice as to how submissions can best serve the research community at large.  
No compensation is expected for this position.*

3. The name and business of the person or organization for which the work will be done (in cases of self-employment, indicate the types of services to be rendered

and estimate the number of clients or customers anticipated during the next 6 months).

*Royal Society of Chemistry (RSC) is one of the largest professional body in the world and caters to the needs of chemical sciences and professionals.*

4. The estimated time to be devoted to the activity.

*The activity will be conducted by email or conference call (~ 2-3 per year), and via optional participation, one in-person meeting per year, to be held in conjunction with a national Chemical Society meeting.*

5. Whether the service will be performed entirely outside of normal duty hours (if not, estimate the number of hours of absence from work required).  
*The work will be conducted outside of normal duty hours or on annual leave.*

6. Employee's statement that no official duty time or Government property, resources, or facilities not available to the general public will be used in connection with the outside employment or activity.

*I have read and will abide with EPA Order 2100.3 A1, Policy on Limited Personal Use of Government Office Equipment; minimal telephone or e-mail system may be used.*

7. The basis for compensation (e.g., fee, per hour, per annum, etc.).

*None.*

8. Employee's statement that he or she has read, is familiar with, and will abide by the restrictions described in 5 C.F.R. Part 2635 and § 6401.102.

*Yes*

9. Identification of any assistance agreements or contracts held by the person to or for whom services will be provided.

*None*

Approved:



Thomas Holdsworth, NRMRL DEO

Date:

7/11/2014

Disapproved:

\_\_\_\_\_

Thomas Holdsworth, NRMRL DEO

Date:

\_\_\_\_\_





UNITED STATES ENVIRONMENTAL PROTECTION AGENCY  
NATIONAL RISK MANAGEMENT RESEARCH LABORATORY  
CINCINNATI, OH 45268

May 6 2016

OFFICE OF  
RESEARCH AND DEVELOPMENT

**MEMORANDUM**

SUBJECT: Request Approval to Participate in Outside Employment/Activities

FROM: (b) (6)  
Sustainable Environment Branch, STD

TO: Thomas Holdsworth  
Deputy Ethics Official

As required by C.F.R. Title 5 Chapter LIV Part 6401.103, I am requesting your approval to participate in the outside employment or activity described below. I understand that this approval must be obtained in advance of engaging in the performance of this activity and is approved only as specified in the information given below or for a period of five years. I also understand that approval shall be granted in writing and only upon a determination that the outside employment or activity is not expected to involve conduct prohibited by statute or Federal regulation, including 5 C.F.R. Part 2635 and § 6401.102.

1. Employee's Name: (b) (6)  
Title and Grade: Research Hydrologist, 1315, GS-14-7
2. I will serve as Associate Editor (water-green infrastructure theme area) of the Elsevier journal Landscape and Urban Planning starting July 1 2016. Activities will include: performing desk edits, coordinating manuscript review and overall administration of the publication in cooperation with other associate editors and the editor and chief. Although compensation of (b) (6) per annum is offered, I have chosen to reject this.
3. The organization for which the work will be done is the journal Landscape and Urban Planning, which is operated by Elsevier publishing
4. The estimated time to be devoted to the activity will fluctuate with the number of submissions, and therefore range from 2-10 hours per week.
5. The service will be performed entirely outside of normal duty hours.
6. I affirm that no official duty time or Government property, resources, or facilities not available to the general public will be used in connection with the outside employment or activity.

7. Although a (US) <sup>(b) (6)</sup> per annum stipend was offered, I rejected this offer. There is no Compensation
8. I affirm that I have read, and am familiar with, and will abide by the restrictions described in 5 C.F.R. Part 2635 and §6401.102.
9. There are no assistance agreements or contracts held by the person to or for whom services will be provided.

Approved: \_\_\_\_\_



Date \_\_\_\_\_

5/4/2014

Thomas Holdsworth, NRMRL DEO

Disapproved: \_\_\_\_\_

Date \_\_\_\_\_

Thomas Holdsworth, NRMRL DEO



UNITED STATES ENVIRONMENTAL PROTECTION AGENCY  
OFFICE OF RESEARCH AND DEVELOPMENT  
NATIONAL RISK MANAGEMENT RESEARCH LABORATORY  
CINCINNATI, OHIO 45268

**MEMORANDUM**

DATE: May 20<sup>th</sup>, 2014

SUBJECT: Approval to Participate in Outside Employment/Activities-Advisory Board

FROM: (b) (6) (b) (6)  
CPB/STD

TO: Tom Holdsworth, NRMRL, US EPA  
NRMRL/STD Deputy Ethics Official

As required by C.F.R. Title 5 Chapter LIV Part 6401.103, I am requesting your approval to participate in the outside employment or activity described below. I understand that this approval must be obtained in advance of engaging in the performance of this activity and is approved only as specified in the information given below or for a period of five years. I also understand that approval shall be granted in writing and only upon a determination that the outside employment or activity is not expected to involve conduct prohibited by statute or Federal regulation, including 5 C.F.R. Part 2635 and § 6401.102.

1. Employee's Name: (b) (6)  
Title and Grade: *Chemist, GS-15*
2. Nature of the outside activity, including a full description of the services to be performed and the amount of compensation to be expected.

*Approval is requested to serve on the Editorial Advisory Board of Bentham Science Publisher's journal, "Current Green Chemistry". As a member of the Editorial Advisory Board, this may entail some effort on my part to guide the development of the journal, to suggest special topics and issues for the journal and to provide general advice on how the journal can best serve the research community at large.*

*No compensation is expected for this position.*

3. The name and business of the person or organization for which the work will be done (in cases of self-employment, indicate the types of services to be rendered

and estimate the number of clients or customers anticipated during the next 6 months).

*Bentham Science Publisher's is one of the prominent publishing houses and caters to the needs of chemical sciences and professionals.*

4. The estimated time to be devoted to the activity.

*The activity will be conducted by email or conference call (~ 2-3 per year), and via optional participation, one in-person meeting per year, to be held in conjunction with a national Chemical Society meeting.*

5. Whether the service will be performed entirely outside of normal duty hours (if not, estimate the number of hours of absence from work required).  
*The work will be conducted outside of normal duty hours or on annual leave.*

6. Employee's statement that no official duty time or Government property, resources, or facilities not available to the general public will be used in connection with the outside employment or activity.

*I have read and will abide with EPA Order 2100.3 A1, Policy on Limited Personal Use of Government Office Equipment; minimal telephone or e-mail system may be used.*

7. The basis for compensation (e.g., fee, per hour, per annum, etc.).

*None.*

8. Employee's statement that he or she has read, is familiar with, and will abide by the restrictions described in 5 C.F.R. Part 2635 and § 6401.102.

*Yes*

9. Identification of any assistance agreements or contracts held by the person to or for whom services will be provided.

*None*

Approved:



Thomas Holdsworth, NRMRL DEO

Date:

5 / 21 / 2014

Disapproved:

Thomas Holdsworth, NRMRL DEO

Date:





UNITED STATES ENVIRONMENTAL PROTECTION AGENCY  
OFFICE OF RESEARCH AND DEVELOPMENT  
NATIONAL RISK MANAGEMENT RESEARCH LABORATORY  
CINCINNATI, OHIO 45268

March 27, 2019

**MEMORANDUM**

SUBJECT: Request Approval to Participate in Outside Activities

FROM: (b) (6) Senior Scientist  
Water Systems Division

TO: Mark Rodgers  
Deputy Ethics Official

(b) (6)

As required by C.F.R. Title 5 Chapter LIV Part 6401.103, I am requesting your approval to participate in the outside employment or activity described below. I understand that this approval must be obtained in advance of engaging in the performance of this activity and is approved only as specified in the information given below or for a period of five years. I also understand that approval shall be granted in writing and only upon a determination that the outside employment or activity is not expected to involve conduct prohibited by statute or Federal regulation, including 5 C.F.R. Part 2635 and § 6401.102.

1. Employee's Name:

(b) (6)

Title and Grade:

Senior Scientist, GS-15

2. Nature of the outside activity, including a full description of the services to be performed and the amount of compensation to be expected.

I am requesting approval to accept an approximate maximum of (b) (6) of gross salary per annum associated with an appointment as visiting professor and distinguished collaborator in the field of materials science on the Faculty of Science at the Palacky University in Olomouc, Czech Republic. I am being offered appointment based on my professional credentials including scientific publication record (almost five hundred papers), global research accomplishments (16 patents, prestigious awards), leadership in the international research

community (collaborative research papers), and professional recognition. I will be expected to: (1) work on scientific research pertaining to the material science related to quantum dots, solar cells and grapheme-based materials, and (2) assist with the instruction of students through lectures and advisement. The work products from the scientific research will be collaborative professional journal papers, and books. Note that the research work that I will be performing is distinctly separate from my duties or research I am aware of is being conducted at the EPA.

Precedent for this request exists in that EPA staff members have in the past served as members of academic faculties teaching courses, advising students, and performing research outside of official duty time while accepting appropriate salaried compensation.

3. The name and business of the person or organization for which the work will be done (in cases of self-employment, indicate the types of services to be rendered and estimate the number of clients or customers anticipated during the next 6 months).

The Palacky University is located at Olomouc, Czech Republic.

4. The estimated time to be devoted to the activity.

The time devoted to this activity consists of: (1) approximately 4 weeks per year while on annual leave in residence in Olomouc, Czech Republic, and (2) 15 hours per week while in Cincinnati not during official working hours.

5. Whether the service will be performed entirely outside of normal duty hours (if not, estimate the number of hours of absence from work required).

The service will be performed entirely outside of normal duty hours while either on annual leave or after official working hours.

6. Employee's statement that no official duty time or Government property, resources, or facilities not available to the general public will be used in connection with the outside employment or activity.

No official duty time or Government property, resources, or facilities will be used in connection with this outside employment.

7. The basis for compensation (e.g., fee, per hour, per diem, per annum, etc.).

Compensation covered by the Palacky University will consist of a maximum of approximately (b) (6) of gross salary per week depending on the number of hours of teaching and research work and discussions.

8. Employee's statement that he or she has read, is familiar with, and will abide by the restrictions described in 5 C.F.R. Part 2635 and § 6401.102.

I read, am familiar with, and will abide by the restrictions described in 5 C.F.R. Part 2635 and § 6401.102.

9. Identification of any assistance agreements or contracts held by the person to or for whom services will be provided.

I have no involvement with any pertinent assistance agreements or contracts.

Approved:  Date: March 27, 2019  
Mark Rodgers, WSD DEO

Disapproved: \_\_\_\_\_ Date: \_\_\_\_\_  
Mark Rodgers, WSD DEO



UNITED STATES ENVIRONMENTAL PROTECTION AGENCY  
NATIONAL RISK MANAGEMENT RESEARCH LABORATORY

CINCINNATI, OHIO 45268

January 14, 2014

**MEMORANDUM**

SUBJECT: Request Approval to Participate in Outside Employment/Activities

FROM: (b) (6)  
Sustainable Environments Branch

THROUGH: Hale W. Thurston, Branch Chief  
Sustainable Environments Branch

A handwritten signature in black ink, appearing to read "Hale W. Thurston".

TO: Thomas J. Holdsworth  
Deputy Ethics Official

As required by C.F.R. Title 5 Chapter LIV Part 6401.103, I am requesting your approval to participate in the outside employment or activity described below. I understand that this approval must be obtained in advance of engaging in the performance of this activity and is approved only as specified in the information given below or for a period of five years. I also understand that approval shall be granted in writing and only upon a determination that the outside employment or activity is not expected to involve conduct prohibited by statute or Federal regulation, including 5 C.F.R. Part 2635 and § 6401.102.

1. Employee's Name:

(b) (6)

Title and Grade:

Economist, GS-14

2. Nature of the outside activity, including a full description of the services to be performed and the amount of compensation to be expected.



The position of Associate Editor (AE) for Water Resources Economics for the Journal of American Water Resources Association (JAWRA) serves as an advisor to the Editor, Kenneth J. Lanfear. The responsibilities include reviewing incoming manuscripts and soliciting peer reviews. The AE provides recommendations to the editor depending on the peer reviews. Associate Editorships are volunteer positions. There is no compensation for this voluntary position; however, the AEs are invited to a luncheon at the Annual Conference of the American Water Resources Association (AWRA).

3. The name and business of the person or organization for which the work will be done (in cases of self-employment, indicate the types of services to be rendered and estimate the number of clients or customers anticipated during the next 6 months).

Kenneth J. Lanfear is the JAWRA Editor. The AWRA is a nonprofit professional association. Its mission is to advance multidisciplinary water resources education, management and research.

4. The estimated time to be devoted to the activity.

The estimated time to be devoted to the activity will vary depending on the number of submissions, but it will not likely exceed 10 hours per month. I have been the AE for Water Resources Economics since June 5, 2007.

5. Whether the service will be performed entirely outside of normal duty hours (if not, estimate the number of hours of absence from work required).

The AE position will be performed during non-work hours, and according to the definition thereof in EPA Order 2100.3A1.

6. Employee's statement that no official duty time or Government property, resources, or facilities not available to the general public will be used in connection with the outside employment or activity.

I invoke the text from (<http://intranet.epa.gov/rmpolicy/ads/orders/2100.3A1.pdf>) the official policy on limited personal use of government office equipment at my duty station during non-work hours, as regarding my use of the EPA internet connection and related computer equipment to access submitted papers and route these to reviewers, and communicate with AWRA editorial staff.

7. The basis for compensation (e.g., fee, per hour, per diem, per annum, etc.).

There is no compensation with this position; however, there is a catered luncheon at the annual conference for the Associate Editors.

8. Employee's statement that he or she has read, is familiar with, and will abide by the restrictions described in 5 C.F.R. Part 2635 and § 6401.102.

I have read, am familiar with, and will abide by the restrictions in 5 CFR part 2635 and § 6401.102.

9. Identification of any assistance agreements or contracts held by the person to or for whom services will be provided.

There are no assistance agreements or contracts with EPA held by the person to or for whom this voluntary service will be provided.

Approved:  Date: 1/15/2014  
Thomas J. Holdsworth, NRMRL DEO

Disapproved: \_\_\_\_\_ Date: \_\_\_\_\_  
Thomas J. Holdsworth, NRMRL DEO

UNITED STATES ENVIRONMENTAL PROTECTION AGENCY  
OFFICE OF RESEARCH AND DEVELOPMENT  
NATIONAL RISK MANAGEMENT RESEARCH LABORATORY  
CINCINNATI, OHIO 45268

September 15, 2014

**MEMORANDUM**

SUBJECT: Request Approval to Participate in Outside Employment/Activities

FROM: (b) (6)  
Clean Processes Branch

(b) (6)

TO: Thomas J. Holdsworth  
Sustainable Technology Division

As required by C.F.R. Title 5 Chapter LIV Part 6401.103, I am requesting your approval to participate in the outside employment or activity described below. I understand that this approval must be obtained in advance of engaging in the performance of this activity and is approved only as specified in the information given below or for a period of five years. I also understand that approval shall be granted in writing and only upon a determination that the outside employment or activity is not expected to involve conduct prohibited by statute or Federal regulation, including 5 C.F.R. Part 2635 and § 6401.102.

1. Employee's Name:

(b) (6)

Title and Grade:

Supervisory Biologist, GS-14

2. Nature of the outside activity, including a full description of the services to be performed and the amount of compensation to be expected.

I have been elected to serve as Secretary-Treasurer for the American Society of Mammalogists (ASM). As described in the ASM's Officers Manual (2003), the primary responsibility of the Secretary-Treasurer's office is to serve as a liaison between the membership of the Society and the marketing and management firm. Additionally, it is the responsibility of the Secretary-Treasurer to ensure that firm complete their contractual requirements regarding the maintenance of membership databases, financial affairs, and publications for the American Society of Mammalogists, all in a timely and professional manner. The position is voluntary and no compensation is expected.

3. The name and business of the person or organization for which the work will be done (in cases of self-employment, indicate the types of services to be rendered and estimate the number of clients or customers anticipated during the next 6 months).

American Society of Mammalogists

4. The estimated time to be devoted to the activity.

Not to exceed 20 hours per month

5. Whether the service will be performed entirely outside of normal duty hours (if not, estimate the number of hours of absence from work required).

The service will be performed outside of work hours

6. Employee's statement that no official duty time or Government property, resources, or facilities not available to the general public will be used in connection with the outside employment or activity.

I affirm that no official duty time or Government property, resources, or facilities not available to the general public will be used in connection with the outside employment or activity.

7. The basis for compensation (e.g., fee, per hour, per diem, per annum, etc.).

Compensation is at a daily rate of \$0 per year. No travel anticipated.


8. Employee's statement that he or she has read, is familiar with, and will abide by the restrictions described in 5 C.F.R. Part 2635 and § 6401.102.

I read, am familiar with, and will abide by the restrictions described in 5 C.F.R. Part 2635 and § 6401.102.

9. Identification of any assistance agreements or contracts held by the person to or for whom services will be provided.

To the best of my knowledge, American Society of Mammalogists does not hold any assistance agreements or grants from the US EPA.

Approved:

  
Thomas J. Holdsworth, NRMRL DEO

Date:

9/15/2014

Disapproved:

Thomas J. Holdsworth, NRMRL DEO

Date:



UNITED STATES ENVIRONMENTAL PROTECTION AGENCY  
OFFICE OF RESEARCH AND DEVELOPMENT  
NATIONAL RISK MANAGEMENT RESEARCH LABORATORY  
CINCINNATI, OHIO 45268

March 22, 2017

**MEMORANDUM**

SUBJECT: Request Approval to Participate in Outside Employment/Activities

FROM: (b) (6)  
Clean Processes Branch

(b) (6)

TO: T. David Ferguson  
Sustainable Technology Division

As required by C.F.R. Title 5 Chapter LIV Part 6401.103, I am requesting your approval to participate in the outside employment or activity described below. I understand that this approval must be obtained in advance of engaging in the performance of this activity and is approved only as specified in the information given below or for a period of five years. I also understand that approval shall be granted in writing and only upon a determination that the outside employment or activity is not expected to involve conduct prohibited by statute or Federal regulation, including 5 C.F.R. Part 2635 and § 6401.102.

1. Employee's Name:

(b) (6)

Title and Grade:

Supervisory Biologist, GS-14

2. Nature of the outside activity, including a full description of the services to be performed and the amount of compensation to be expected.

I have been asked to serve on the Planning and Finance committee of the American Society of Mammalogists (ASM). As described in the ASM's annual report, the committee is charged with: 1) developing a philosophy and guidelines for use of the reserve fund, including the overall purpose, goals with regard to the annual budget, and guidelines defining how to arrive at spending limits for each year; 2) determining the cost of insuring officers and ASM to protect against legal action; and 3) examining how ASM can become more relevant in terms of what it offers members through its publications. The position is voluntary and no compensation is expected.

3. The name and business of the person or organization for which the work will be done (in cases of self-employment, indicate the types of services to be rendered and estimate the number of clients or customers anticipated during the next 6 months).

American Society of Mammalogists

4. The estimated time to be devoted to the activity.

Not to exceed 5 hours per month

5. Whether the service will be performed entirely outside of normal duty hours (if not, estimate the number of hours of absence from work required).

The service will be performed outside of work hours

6. Employee's statement that no official duty time or Government property, resources, or facilities not available to the general public will be used in connection with the outside employment or activity.

I affirm that no official duty time or Government property, resources, or facilities not available to the general public will be used in connection with the outside employment or activity.

7. The basis for compensation (e.g., fee, per hour, per diem, per annum, etc.).

Compensation is at a daily rate of \$0 per year. No travel anticipated.

8. Employee's statement that he or she has read, is familiar with, and will abide by the restrictions described in 5 C.F.R. Part 2635 and § 6401.102.

I read, am familiar with, and will abide by the restrictions described in 5 C.F.R. Part 2635 and § 6401.102.

9. Identification of any assistance agreements or contracts held by the person to or for whom services will be provided.

To the best of my knowledge, American Society of Mammalogists does not hold any assistance agreements or grants from the US EPA.

Approved: **THOMAS FERGUSON**  
T. David Ferguson, NRMRL DEO

Digitally signed by THOMAS FERGUSON  
DN: c=US, o=U.S. Government, ou=USEPA, ou=Staff, cn=THOMAS FERGUSON, dnQualifier=000003933  
Date: 2017.03.22 14:49:24 -04'00'

Date: \_\_\_\_\_

Disapproved: \_\_\_\_\_  
T. David Ferguson, NRMRL DEO

Date: \_\_\_\_\_



UNITED STATES ENVIRONMENTAL PROTECTION AGENCY  
OFFICE OF RESEARCH AND DEVELOPMENT  
NATIONAL RISK MANAGEMENT RESEARCH LABORATORY  
CINCINNATI, OHIO 45268

March 2<sup>nd</sup>, 2016

MEMORANDUM

SUBJECT: Lecturing on Vacation-Europe & China-Sustainable Chemistry

FROM:

(b) (6)

Clean Processes Branch, STD, NR

(b) (6)

TO: Tom Holdsworth, NRMRL, US EPA  
Deputy Ethics Official

I am planning to travel to Europe and China during Spring and Summer 2016 using my annual leave and while there, I may deliver lectures on general theme, "Sustainable Chemistry".

I want to inform NRMRL of this charitable pursuit where the intent is to talk on green or sustainable chemistry themes to 2<sup>nd</sup> tier research institutions. The content would contain information for the local audience that is in public domain. I wish to state that this is a personal activity at my expense and on annual leave. I will request the local hosts not to introduce me as representative from EPA and further my presentation will not have EPA logo. I intend to present only what has already been published in the open literature and I will also state prior to my talks that the opinions presented here are my own and do not represent opinion or views from EPA.

Date: 3/2/2016

I concur with this request  
Tom Holdsworth, NRMRL, STD, DEO

Date: \_\_\_\_\_

I do not concur with this request  
Tom Holdsworth, NRMRL, STD, DEO





UNITED STATES ENVIRONMENTAL PROTECTION AGENCY  
OFFICE OF RESEARCH AND DEVELOPMENT  
NATIONAL RISK MANAGEMENT RESEARCH LABORATORY  
CINCINNATI, OHIO 45268

**MEMORANDUM**

DATE: May 20<sup>th</sup>, 2014

SUBJECT: Approval to Participate in Outside Employment/Activities-Advisory Board

FROM: (b) (6) CPB/STD (b) (6)

TO: Tom Holdsworth, NRMRL, US EPA  
NRMRL/STD Deputy Ethics Official

As required by C.F.R. Title 5 Chapter LIV Part 6401.103, I am requesting your approval to participate in the outside employment or activity described below. I understand that this approval must be obtained in advance of engaging in the performance of this activity and is approved only as specified in the information given below or for a period of five years. I also understand that approval shall be granted in writing and only upon a determination that the outside employment or activity is not expected to involve conduct prohibited by statute or Federal regulation, including 5 C.F.R. Part 2635 and § 6401.102.

1. Employee's Name: (b) (6)  
Title and Grade: *Chemist, GS-15*
2. Nature of the outside activity, including a full description of the services to be performed and the amount of compensation to be expected.

*Approval is requested to serve on the Editorial Advisory Board of Royal Society of Chemistry journal, "Environmental Science: Nano". As a member of the Editorial Advisory Board, this may entail some effort on my part to guide the development of the journal, to suggest special topics and issues for the journal and to provide general advice on how the journal can best serve the research community at large.*

*No compensation is expected for this position.*

3. The name and business of the person or organization for which the work will be done (in cases of self-employment, indicate the types of services to be rendered)



and estimate the number of clients or customers anticipated during the next 6 months).

*Royal Society of Chemistry (RSC) is one of the largest professional body in the world and caters to the needs of chemical sciences and professionals.*

4. The estimated time to be devoted to the activity.

*The activity will be conducted by email or conference call (~ 2-3 per year), and via optional participation, one in-person meeting per year, to be held in conjunction with a national Chemical Society meeting.*

5. Whether the service will be performed entirely outside of normal duty hours (if not, estimate the number of hours of absence from work required).  
*The work will be conducted outside of normal duty hours or on annual leave.*

6. Employee's statement that no official duty time or Government property, resources, or facilities not available to the general public will be used in connection with the outside employment or activity.

*I have read and will abide with EPA Order 2100.3 A1, Policy on Limited Personal Use of Government Office Equipment; minimal telephone or e-mail system may be used.*

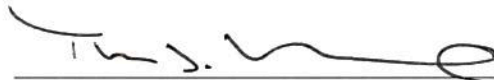
7. The basis for compensation (e.g., fee, per hour, per annum, etc.).

*None.*

8. Employee's statement that he or she has read, is familiar with, and will abide by the restrictions described in 5 C.F.R. Part 2635 and § 6401.102.  
*Yes*

9. Identification of any assistance agreements or contracts held by the person to or for whom services will be provided.  
*None*

Approved:

  
Thomas Holdsworth, NRMRL DEO

Date:

5/21/2014

Disapproved:

Thomas Holdsworth, NRMRL DEO

Date:



UNITED STATES ENVIRONMENTAL PROTECTION AGENCY  
OFFICE OF RESEARCH AND DEVELOPMENT  
NATIONAL RISK MANAGEMENT RESEARCH LABORATORY  
CINCINNATI, OHIO 45268

April 14<sup>th</sup>, 2014

**MEMORANDUM**

SUBJECT: Lecturing on Vacation in South America- Green and Sustainable Chemistry

FROM:

(b) (6)

(b) (6)

Clean Processes Branch, STD, NRMRL

THRU:

Hale Thurston, CPB  
Sustainable Technology Division, NRMRL

*Hale W. Thurston 4/14/14*

John Leazer, Director  
Sustainable Technology Division, NRMRL

*John Leazer 14 April 2014*

TO:

Tom Holdsworth, NRMRL, US EPA  
Deputy Ethics Official

I am planning to travel to South America during the first two weeks of June, 2014 using my annual leave and while in Chile and Argentina, I may deliver a lecture at the University, Santiago, Chile and Cordoba, Argentina, on "Green and Sustainable Chemistry".

I want to inform NRMRL of this charitable pursuit where the intent is to talk on green or sustainable chemistry themes to 2<sup>nd</sup> tier research institutions. The content would contain information for the local audience that is in public domain. I wish to state that this is a personal activity at my expense and on annual leave. I will request the local hosts not to introduce me as representative from EPA and further my presentation will not have EPA logo. I intend to present only what has already been published in the open literature and I will also state prior to my talks that the opinions presented here are my own and do not represent opinion or views from EPA.

*Tom Holdsworth*

Date:

*4/14/2014*

I concur with this request

Tom Holdsworth, NRMRL, STD, DEO

Date:

I do not concur with this request

Tom Holdsworth, NRMRL, STD, DEO



UNITED STATES ENVIRONMENTAL PROTECTION AGENCY  
OFFICE OF RESEARCH AND DEVELOPMENT  
NATIONAL RISK MANAGEMENT RESEARCH LABORATORY  
CINCINNATI, OHIO 45268

May 25, 2016

**MEMORANDUM**

SUBJECT: Request Approval to Participate in Outside Employment/Activities

FROM: (b) (6) (b) (6) 5/25/16  
Sustainable Environment Branch, STD

TO: Thomas Holdsworth  
Deputy Ethics Official

As required by C.F.R. Title 5 Chapter LIV Part 6401.103, I am requesting your approval to participate in the outside employment or activity described below. I understand that this approval must be obtained in advance of engaging in the performance of this activity and is approved only as specified in the information given below or for a period of five years. I also understand that approval shall be granted in writing and only upon a determination that the outside employment or activity is not expected to involve conduct prohibited by statute or Federal regulation, including 5 C.F.R. Part 2635 and § 6401.102.

1. Employee's Name: (b) (6)  
Title and Grade: Research Hydrologist, 1315, GS-14-7
2. I will serve as Associate Editor (AE, water-green infrastructure theme area) of the Elsevier journal Landscape and Urban Planning starting July 1 2016. Activities will include: performing desk edits, coordinating manuscript review and overall administration of the publication in cooperation with other associate editors and the editor and chief. Compensation of (b) (6) per annum is offered, and the details of how and for what this can be used for are detailed in the attached contract.
3. The organization for which the work will be done is the journal Landscape and Urban Planning, which is operated by Elsevier publishing
4. The estimated time to be devoted to the activity will fluctuate with the number of submissions, and therefore range from 2-10 hours per week.
5. The service will be performed entirely outside of normal duty hours.

6. I affirm that no official duty time or Government property, resources, or facilities not available to the general public will be used in connection with the outside employment or activity.
7. A (US) (b) (6) per annum stipend is offered, and the details of this are outlined in the attached contract. This stipend would be used to pay for computing resources, updates to Microsoft Office core programs and updates, internet connection time/use for AE duties, as a share of domestic internet connection service
8. I affirm that I have read, and am familiar with, and will abide by the restrictions described in 5 C.F.R. Part 2635 and §6401.102.
9. There are no assistance agreements or contracts held by the person to or for whom services will be provided.

Approved: \_\_\_\_\_



Date \_\_\_\_\_

5/25/2014

Thomas Holdsworth, NRMRL DEO

Disapproved: \_\_\_\_\_

Date \_\_\_\_\_

Thomas Holdsworth, NRMRL DEO





UNITED STATES ENVIRONMENTAL PROTECTION AGENCY  
OFFICE OF RESEARCH AND DEVELOPMENT  
NATIONAL RISK MANAGEMENT RESEARCH LABORATORY  
CINCINNATI, OHIO 45268

January 16, 2018

**MEMORANDUM**

SUBJECT: Request Approval to Participate in Outside Employment/Activities

FROM: (b) (6) WSD, WRRB

THROUGH: Samuel Hayes, Branch Chief  
WRRB/WSD

Thomas Speth, Division Director  
WSD

Diana Ruffini  
WSD Assistant Deputy Ethics Official

TO: Sandhya Parshionikar  
WSD Deputy Ethics Official

As required by C.F.R. Title 5 Chapter LIV Part 6401.103, I am requesting your approval to participate in the outside employment or activity described below. I understand that this approval must be obtained in advance of engaging in the performance of this activity and is approved only as specified in the information given below or for a period of five years. I also understand that approval shall be granted in writing and only upon a determination that the outside employment or activity is not expected to involve conduct prohibited by statute or Federal regulation, including 5 C.F.R. Part 2635 and § 6401.102.

1. Employee's Name, Title and Grade:  
(b) (6) Research Hydrologist 1315, 14-7
2. Nature of the outside activity, including a full description of the services to be performed and the amount of compensation to be expected.

Wayne State University was recently awarded a five-year National Science Foundation grant to establish a novel and transformative interdisciplinary graduate training program in Urban Sustainability. Our program, titled Transformative Research in Urban Sustainability and Training (T-RUST), will teach the next generation of professionals to employ complex scientific reasoning across disciplines to solve urban challenges. They are reaching out to me as a prospective Advisory Board member for this program.

T-RUST program design and development will address five key elements: (1) produce PhD and MS graduates who will make important contributions to urban environmental system research, policy making and multidisciplinary problem solving; (2) develop a

curriculum for our science leaders to meet the needs of the labor market in urban sustainability; (3) effectively address and develop solutions for local urban sustainability problems through a multidisciplinary lens; (4) generate knowledge that has applicability in other urban settings; and (5) develop a self-sustaining program that thrives beyond the life of the grant funding period.

The T-RUST program will be guided by an Advisory Board (AB) consisting of members of industry, government, NGOs, and academia. Their primary role will be to provide guidance on the identified research focus areas for each NRT team. Members of the AB may also choose to provide access to sites, data, resources, and internship opportunities for NRT trainees.

As an advisory board member I will have the opportunity to: (1) identify focus areas for graduate research teams to address problems relevant to your organization; (2) I will NOT apply for summer research interns who potentially can be paid through our program; (3) make suggestions for curriculum and program development, including identifying community service requirements for students; and (4) give input on setting the agenda for public colloquia, seminars and outreach relating to the program.

As a part of this experience, I may interact with partner institutions (each of whom I already or have already worked with as a part of my ORD work, namely, the University of Puerto-Rico-Mayaguez, the University of Windsor, and the USFS Baltimore Field Station—as well as the other advisory board members will also be part of my role.

They ask for a minimum two-year commitment to fulfil the roles described above. We ask you to attend two, 2-hour board meetings per year on the Wayne State campus.

I will serve as a board member and expect total compensation of \$0.

3. The name and business of the person or organization for which the work will be done (in cases of self-employment, indicate the types of services to be rendered and estimate the number of clients or customers anticipated during the next 6 months).

Wayne State University, Transformative Research in Urban Sustainability Training, Dr. Donna Kashian, Director.

4. The estimated time to be devoted to the activity.

<<5% of my FTE

5. Whether the service will be performed entirely outside of normal duty hours (if not, estimate the number of hours of absence from work required).

This service to the greater scientific community currently is conducted entirely outside of work hours. As for board meetings, I will arrange to participate by phone-video link, or potentially coordinate field work with these meetings.

6. Employee's statement that no official duty time or Government property, resources, or facilities not available to the general public will be used in connection with the outside employment or activity.

I affirm that no official duty time or Government property, resources, or facilities not available to the general public will be used in connection with the outside employment or activity.

7. The basis for compensation (e.g., fee, per hour, per diem, per annum, etc.). There is no basis compensation.
8. I have read, am familiar with, and will abide by the restrictions described in 5 C.F.R. Part 2635 and § 6401.102.
9. There are no assistance agreements or contracts held by the organization to or for whom services will be provided.

Approved: Su Parshionkar  
Sandhya Parshionkar  
WSD Deputy Ethics Official

Date: 1/16/18

Disapproved: \_\_\_\_\_  
Sandhya Parshionkar  
WSD Deputy Ethics Official

Date: \_\_\_\_\_